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Support account for peacekeeping operations

Report of the Secretary-General

Summary

The present report is submitted pursuant to General Assembly resolution 53/12 B of 8 June 1999 and resolution 54/243 of 23 December 1999. In the former resolution, the Assembly, *inter alia*, authorized for the 12-month period from 1 July 1999 to 30 June 2000 an amount of $34,887,100 for the support account for peacekeeping operations, the financing of which was prorated among the individual budgets of active peacekeeping operations; and a staffing establishment of 400 temporary posts. In the latter resolution, the Assembly approved an additional 67 posts for the same period and authorized the Secretary-General to enter into commitments not exceeding $3,501,600 for the additional staff costs.

The General Assembly requested the Secretary-General, when submitting his support account proposals for the period from 1 July 2000 to 30 June 2001, to address a number of specific issues raised by the Advisory Committee on Administrative and Budgetary Questions and the General Assembly.

As requested in the two resolutions, in the preparation of the present proposals the reviews on a number of issues raised in the resolutions were taken into account.

For the period from 1 July 2000 to 30 June 2001, support account resource requirements are estimated at $51,736,600. The staffing establishment proposed amounts to 471 posts, including 4 new posts.

The actions to be taken by the General Assembly as set out in paragraph 5 of the present report are approval of the support account estimate of $51,736,600 gross ($44,189,100 net) for the period from 1 July 2000 to 30 June 2001; a decision to apply the unencumbered balance of $2,179,400 for the period from 1 July 1998 to 30 June 1999 (inclusive of $601,000 in miscellaneous and interest income) to the resources required for the period from 1 July 2000 to 30 June 2001; and a decision to prorate the balance of $49,557,200.

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Contents

		Paragraphs	Page
	Abbreviations		3
I.	Introduction	1–4	5
II.	Actions to be taken by the General Assembly	5	6
III.	Developments in the current period	6–51	6
	A. Rapidly deployable mission headquarters	18–49	8
	B. Administrative and budgetary issues	50–51	14
IV.	Resource requirements in support of peacekeeping operations for the period from 1 July 2000 to 30 June 2001	52–211	15
	A. Department of Peacekeeping Operations	52–128	16
	B. Department of Management	129–186	46
	C. Office of the United Nations Security Coordinator	187–192	76
	D. Executive Office of the Secretary-General	193–195	79
	E. Office of Legal Affairs	196–200	81
	F. Office of Internal Oversight Services	201–211	85
V.	Outstanding tasks remaining for completed and closed peacekeeping operations for the period from 1 July 2000 to 30 June 2001		90

Abbreviations

ECOMOG	Monitoring Group of the Economic Community of West African States
ECOWAS	Economic Community of West African States
ILO	International Labour Organization
IMF	International Monetary Fund
IMIS	Integrated Management Information System
ITO	International Trade Organization
MICIVIH	United Nations/Organization of American States International Civilian Mission in Haiti
MINUGUA	United Nations Verification Mission in Guatemala
MINURCA	United Nations Mission in the Central African Republic
MINURSO	United Nations Mission for the Referendum in Western Sahara
MIPONUH	United Nations Civilian Police Mission in Haiti
MONUA	United Nations Observer Mission in Angola
MONUC	United Nations Organization Mission in the Democratic Republic of the Congo
NATO	North Atlantic Treaty Organization
OAU	Organization of African Unity
ONUCA	United Nations Observer Group in Central America
ONUMOZ	United Nations Operation in Mozambique
ONUSAL	United Nations Observer Mission in El Salvador
OSCE	Organization for Security and Cooperation in Europe
SFOR	Multinational stabilization force
UNAMET	United Nations Mission in East Timor
UNAMIC	United Nations Advance Mission in Cambodia
UNAMIR	United Nations Assistance Mission for Rwanda
UNAMSIL	United Nations Mission in Sierra Leone
UNAVEM	United Nations Angola Verification Mission
UNCRO	United Nations Confidence Restoration Operation in Croatia
UNDOF	United Nations Disengagement Observer Force
UNDP	United Nations Development Programme
UNFICYP	United Nations Peacekeeping Force in Cyprus
UNFPA	United Nations Population Fund

UNGCI	United Nations Guard Contingent in Iraq
UNHCR	Office of the United Nations High Commissioner for Refugees
UNICEF	United Nations Children's Fund
UNIFIL	United Nations Interim Force in Lebanon
UNIIMOG	United Nations Iran-Iraq Military Observer Group
UNIKOM	United Nations Iraq-Kuwait Observation Mission
UNMIBH	United Nations Mission in Bosnia and Herzegovina
UNMIH	United Nations Mission in Haiti
UNMIK	United Nations Interim Administration Mission in Kosovo
UNMLTC	United Nations Military Liaison Team in Cambodia
UNMOGIP	United Nations Military Observer Group in India and Pakistan
UNMOP	United Nations Mission of Observers in Prevlaka
UNMOT	United Nations Mission of Observers in Tajikistan
UNOMIG	United Nations Observer Mission in Georgia
UNOMIL	United Nations Observer Mission in Liberia
UNOMSIL	United Nations Observer Mission in Sierra Leone
UNOMUR	United Nations Observer Mission Uganda-Rwanda
UNOSOM	United Nations Operation in Somalia
UNPF	United Nations Peace Forces
UNPOS	United Nations Political Office for Somalia
UNPREDEP	United Nations Preventive Deployment Force
UNPROFOR	United Nations Protection Force
UNSMA	United Nations Special Mission to Afghanistan
UNSMIH	United Nations Support Mission in Haiti
UNTAC	United Nations Transitional Authority in Cambodia
UNTAES	United Nations Transitional Administration for Eastern Slavonia, Baranja and Western Sirmium
UNTAET	United Nations Transitional Administration in East Timor
UNTAG	United Nations Transition Assistance Group
UNTMIH	United Nations Transition Mission in Haiti
UNTSO	United Nations Truce Supervision Organization
WTO	World Trade Organization

I. Introduction

1. The present report contains the proposed requirements for the support account for peacekeeping operations for the 12-month period from 1 July 2000 to 30 June 2001, which amounts to $51,736,600 gross ($44,189,100 net).

2. The requirements represent an increase of $16,849,500 gross ($9,302,000 net) over the current appropriation of $34,887,100. Of this increase, $7,547,500 is a first time provision for staff assessment pursuant to paragraph 23 of the report of the Advisory Committee on Administrative and Budgetary Questions of 1 April 1999 (A/53/895/Add.8). The remainder of the increase is largely attributable to: the full 12-month cost of the 67 additional support account posts approved by the General Assembly in its resolution 54/234 of 23 December 1999; the related common services costs for the 67 posts; 4 new posts for the Department of Peacekeeping Operations (one P-5 and one General Service post for the Rapid Deployment Management Unit; and one P-3 and one General Service post for the Training Unit); and some general temporary assistance resources to meet surge requirements in the Department of Peacekeeping Operations and certain units of the Department of Management.

3. A vacancy turnover factor of 6.5 per cent for staff in the Professional category and above and 2.5 per cent for General Service and related categories personnel has been applied to all posts.

4. Details in respect of these requirements are provided in the present report and are summarized below.

Table 1
Overview

A. Total resources

(Thousands of United States dollars)

	Expenditures 1998/99	*Apportionment 1999/00*	*Cost estimates[a] 2000/01*	*Increase/(decrease) over 1999/00*	
				Amount	*Percentage*
Total resources	*32 821.6*	*34 887.1*	*51 736.6*	*16 849.5*	*48.3*

[a] Gross requirements.

B. Support account posts

	1998/99	1999/00	2000/01	Increase/decrease over 1999/00	
				Amount	Percentage
Professional category and above	217	268	270	2	0.7
General Service and related categories					
Principal level	8	10	10	-	-
Other level	175	189	191	2	1.1
Subtotal	**183**	**199**	**201**	**2**	**1.0**
Total	**400**	**467**	**471**	**4**	**0.8**

II. Actions to be taken by the General Assembly

5. **The actions to be taken by the General Assembly are as follows:**

(a) To approve the support account estimate amounting to $51,736,600 gross ($44,189,100 net) for the period from 1 July 2000 to 30 June 2001;

(b) To apply the unencumbered balance of $2,179,400 from the period from 1 July 1998 to 30 June 1999 (inclusive of $601,000 in miscellaneous and interest income) to the resources required for the period from 1 July 2000 to 30 June 2001;

(c) To prorate the balance of $49,557,200 gross among the individual active peacekeeping operation budgets to meet the requirements of the support account for the period from 1 July 2000 to 30 June 2001.

III. Developments in the current period

6. The current period in terms of support to peacekeeping operations has been marked by a dramatic increase in peacekeeping activity. As a result, requirements for backstopping peacekeeping operations have increased substantially.

7. Following its consideration of the report of the Secretary-General of 4 March 1999 (A/53/854/Add.1) and the related report of the Advisory Committee on Administrative and Budgetary Questions (A/53/901), the General Assembly in resolution 53/12 B of 8 June 1999 approved resources in the amount of $34,887,100 for the support account for peacekeeping operations for the period from 1 July 1999 to 30 June 2000, including 400 posts. In his report, the Secretary-General indicated that, at the time of formulating his proposals, the number of peacekeeping missions had decreased from 16 to 14 and the estimated total budget level for the period from 1 July 1998 to 30 June 1999 amounted to some $843 million. For the period from 1 July 1999 to 30 June 2000, the initial total estimated budget level for all peacekeeping operations, including the support account, was estimated at that stage to be around $650 million. Although this figure was lower than the gross apportionment for the period from 1 July 1998 to 30 June 1999, it was pointed out that the actual 1999/00 requirement could increase significantly if new peacekeeping

missions were established as a result of ongoing peace initiatives in conflict areas. In that connection, the Secretary-General would request additional resources should the need arise.

8. Subsequently, by its resolution 1244 (1999) of 10 June 1999, the Security Council established the United Nations Interim Administration Mission in Kosovo (UNMIK). The unprecedented complex and multifaceted tasks facing UNMIK cover a wide range of specialities ranging from health, education and prison administration to the establishment of a judiciary and a local police force, all of which require specialized backstopping from Headquarters.

9. On 22 October 1999, in its resolution 1270 (1999), the Security Council established the United Nations Mission in Sierra Leone (UNAMSIL) and decided that it would take over the substantive civilian and military components of the United Nations Observer Mission in Sierra Leone (UNOMSIL). The follow-on mission UNAMSIL entailed deployment of 5,740 military contingent personnel and the emplacement of 50 additional military observers. Subsequently, in its resolution 1289 (2000) of 7 February 2000, the Council authorized a further increase in military personnel for UNAMSIL up to 11,100.

10. On the same day, in its resolution 1271 (1999), the Security Council decided to extend the mandate of the United Nations Mission in the Central African Republic (MINURCA) until 15 February 2000 following the presidential elections.

11. On 25 October 1999, the Security Council established in its resolution 1272 (1999) the United Nations Transitional Administration in East Timor (UNTAET) with overall responsibility for the administration of the Territory and empowered to exercise all legislative and executive authority, including the administration of justice. The Mission also included a military and police component of up to 8,950 military contingent personnel, 1,640 civilian police and 200 military observers.

12. In its resolutions 1258 (1999) of 6 August 1999 and 1279 (1999) of 30 November 1999, the Security Council, *inter alia*, established the United Nations Organization Mission in the Congo (MONUC), which involved initial deployment of 90 military liaison personnel and 134 civilian personnel. It requested the Secretary-General to take the administrative steps necessary for the equipping of up to 500 United Nations military observers with a view to facilitating future rapid United Nations deployment as authorized by the Council. Subsequently, by its resolution 1291 (2000) of 24 February 2000, the Council authorized the expansion of MONUC to consist of up to 5,537 military personnel and appropriate civilian support staff.

13. In its resolution 1273 (1999) of 5 November 1999, the Council requested the Secretary-General to continue to report regularly on developments in the Democratic Republic of the Congo, including on the future presence of the United Nations in the country in support of the peace process.

14. The rapid developments described in paragraphs 7 to 12 above had, by 31 December 1999, increased the budget level for all peacekeeping operations for the current period, 1 July 1999 to 30 June 2000, to some $1.4 billion. Further financing actions that are expected to be taken by the General Assembly in the remaining months of the period will increase this overall level to about $2 billion.

15. It was on the basis of those developments (see paras. 7 to 13 above) that the Secretary-General on 10 December 1999, submitted a further report (A/54/648)

containing revised requirements for the support account for the period from 1 July 1999 to 30 June 2000. Following its consideration of the report and the related report of the Advisory Committee on Administrative and Budgetary Questions (A/54/661), the General Assembly on 23 December 1999 approved the establishment of 67 new posts for the period ending 30 June 2000 (resolution 54/243). In the same resolution, the Assembly authorized the Secretary-General to enter into commitments not exceeding $3,501,600 for the additional staff costs, and requested that he report to the Assembly on the actual additional resource requirements in the context of the performance report for the period from 1 July 1999 to 30 June 2000.

16. For the next period from 1 July 2000 to 30 June 2001, despite the completion of four peacekeeping operations (MONUA, the United Nations Civilian Police Mission in Haiti (MIPONUH), MINURCA and the United Nations Mission of Observers in Tajikistan (UNMOT)), the total budget level for all peacekeeping operations is expected to be at least $2 billion. Unfinished work on old as well as recently closed/completed missions also continues.

17. Firstly, it is pertinent to note that among the striking features of the new missions to be backstopped are the complexity of their mandates and the large numbers of civilian personnel who, by definition, are not part of formed military units. Complex mandates constitute a more rigorous challenge, involving a broader range of expertise, to plan operations, to provide them with guidance and to ensure system-wide coordination. Since many of the areas of expertise involved have never before been part of peacekeeping, it has been necessary to develop new conceptual and practical frameworks for their involvement. The recruitment of civilians must be conducted on an individual, post-by-post basis, and missions with a larger proportion of civilians require much greater per capita administrative and logistical support than an infantry battalion, for example, which is to some degree self-contained.

A. Rapidly deployable mission headquarters

18. In its resolutions 53/12 A of 26 October 1998 and 53/12 B of 8 June 1999, the General Assembly requested that a comprehensive review be undertaken of a rapidly deployable mission headquarters.

19. In its report of 22 June 1995 (A/50/230), the Special Committee on Peacekeeping Operations had urged the Secretary-General to develop a rapidly deployable headquarters team composed of personnel skilled in essentially military and civilian headquarters functions. The General Assembly had endorsed that recommendation in its resolution 50/30 dated 6 December 1995.

20. The rapidly deployable mission headquarters was to consist of three tiers. The first tier would include a core team of eight personnel, consisting of six military officers, one civilian police officer and one humanitarian affairs officer. This team would be stationed in the Department of Peacekeeping Operations, on stand-by and ready for deployment within seven days of the establishment of a peacekeeping operation. It would provide to the head of mission an immediate capacity to direct the military and civilian police aspects of the mission, and for liaison with the humanitarian community in the mission area. The second tier, comprising 29 United Nations political, logistic and administrative Secretariat staff, would be deployed

within 14 days of the establishment of an operation. The third tier, comprising 24 military and administrative/logistic personnel, earmarked by Member States and serving in their home countries, would be deployed within 28 days of the establishment of a mission. Funding for the rapidly deployable mission headquarters was to come from a trust fund established for that purpose.

21. In his report of 20 March 1998 (A/52/837 and Corr.1), the Secretary-General informed the General Assembly that voluntary funding at a level necessary to establish the rapidly deployable mission headquarters had not been forthcoming and recommended that the first tier of eight posts be funded under the support account budget. Subsequently, under its resolution 53/12 A, the General Assembly approved the establishment of two posts for the headquarters, namely the civilian police officer and the humanitarian officer, and requested that the other six posts be provided through the redeployment of existing support account financed Secretariat positions. In the same resolution, the Assembly requested the Secretary-General to undertake a comprehensive review of the headquarters. It was not possible to provide the six additional posts for the headquarters through redeployment within the existing support account resources.

22. In view of the renewed expansion of peacekeeping activities over the past year, the need for a mechanism to ensure the rapid deployment of peacekeeping personnel has become even more acute. At the same time, recent experience shows that the type of personnel needed to establish a peacekeeping operation has changed, because the nature of peacekeeping itself has evolved. The Secretariat has undertaken the present review in the light of the recent evolution of peacekeeping and with a view to making the rapidly deployable mission headquarters concept more applicable to current needs.

23. For the most part, peacekeeping operations today are involved in the settlement of civil conflicts in areas where the structures of government administration have often been severely weakened or destroyed. In building an enabling environment for peace, such operations must address a wide range of issues. They must also be deployed quickly in order to avoid the creation of a security and administrative vacuum, which could be filled by undesirable elements.

24. Today's peacekeeping operations, including those established in the past year (UNMIK, UNTAET, UNAMSIL and MONUC), contain significant political, military, civilian police and civil administration components, mandated to implement core tasks that must begin upon the establishment of an operation. In this connection, while the military continues to play an essential role in providing security, on the basis of which other activities can take place, the role of the civilian police and civilian expertise has evolved and become increasingly central in the implementation of peacekeeping mandates.

25. In recent years, the authorized strength of civilian police in peacekeeping has grown from 2,400 in 1995 to nearly 9,000 in 2000. Their role has also evolved from one of essentially monitoring local police forces to include such functions as training and assisting in the establishment of local police forces, border policing and, in some cases, executive responsibility for law and order. As police are maintained by Governments on an individual basis and not, like the military, as formed units, it can be very difficult to identify and deploy them quickly.

26. In many areas, peacekeeping operations today also involve the strengthening of local institutions and, in some cases, responsibility for transitional administrations. As a result, the number of civilian staff serving peacekeeping operations has grown from some 8,400 in 1995 to over 12,500 in 2000.

27. The expertise required to carry out civilian tasks includes, *inter alia*, experienced personnel in the governance of local and State-level administrations and services. Expertise is also required to set up and run: budgetary and fiscal systems; public utilities and the health and education sectors; judiciary systems (including judges, lawyers, prison guards); demobilization, human rights and humanitarian assistance programmes, etc. Such expertise is found in national and local governments, United Nations specialized agencies and, but not, for the most part, in the United Nations Secretariat. Furthermore, such personnel must be deployed quickly in order to avoid a vacuum in the administration of an area, which can lead to instability and insecurity. Hence, profiles of potentially required personnel, and organizations where such expertise can be found, must be developed in advance of the establishment of an operation.

28. Another critical element for rapid deployment is administration and logistic personnel, including certifying officers, without which a mission cannot function. Given the nature of United Nations peacekeeping and the methods and procedures of the Organization, only experienced personnel can be deployed during the first phase of the establishment of a mission.

29. Of course, all of these tasks are under the overall leadership of a special representative of the Secretary-General and are carried out in support of an overall peace process. It goes without saying that the senior political leadership of a mission, and their essential political support staff, must also be the first elements of deployment in order to consolidate the peace process in its first critical days and to provide overall leadership for the mission.

30. As illustrated above, the original concept of the rapidly deployable mission headquarters, which assumed that only one mission at a time would be established and included only a limited range of expertise, clearly does not meet the requirements of today's peacekeeping operations. The Secretariat has, therefore, decided to adjust the concept of the rapidly deployable mission headquarters with the objective of ensuring the rapid deployment of a wide variety of expertise, including military.

31. The revised system for rapid deployment would utilize the expertise of the United Nations Secretariat and system of agencies and programmes, Member States and non-governmental organizations. It would include political, military, civilian police and a broad range of civilian experts and logistic and administrative personnel. Given the multifunctional expertise required, responsibility for the system would be directly under the Under-Secretary-General for Peacekeeping Operations. The modus operandi of the system would be based on arrangements with Member States and relevant organizations for the immediate release, upon the establishment of a peacekeeping operation, of individually pre-selected personnel, who would be deployed for a period of 60 to 90 days. They would be replaced by more permanent personnel as soon as they could be deployed.

32. **Political personnel**. A decision on the senior political leadership of a mission is made at the highest levels of the United Nations. As noted above, they must be

deployed quickly to consolidate the peace and provide overall leadership and direction for the mission. Their political staff, who would usually come from within the Secretariat and ongoing peacekeeping operations, must also be deployed quickly in order to support them in this work. This would also include public information and legal personnel. Such personnel would be pre-selected for deployment within seven days of the establishment of an operation and would remain in the mission for 60 to 90 days. A pool of back-up personnel would also be pre-selected to carry out their functions on a temporary basis during their absence.

33. **Military personnel**. The task of the military personnel, who would be immediately deployed, would be to establish a military headquarters and translate broad strategic-level concepts of military operations and plans developed by the Department of Peacekeeping Operations into concrete operational and tactical level orders and instructions. In order to operate effectively upon deployment, these personnel must have had prior experience as staff officers in United Nations peacekeeping operations or at Headquarters.

34. It is envisaged that such personnel, working in their national capacity, would be put on standby to be deployed within seven days of the establishment of a peacekeeping operation. The Secretariat would enter into such arrangements with a number of Member States, thus having the capacity to deploy quickly to more than one mission at a time.

35. **Civilian police**. As with military personnel, civilian police personnel experienced in United Nations peacekeeping operations, would be put on standby for deployment within seven days of the establishment of a peacekeeping mandate. The standby roster would include a number of civilian police specialties. Again, the Secretariat would seek to enter into such arrangements with a number of Member States, thus having the capacity to deploy quickly to more than one mission at a time.

36. **Civil administration**. Based on past experience, it is envisaged that some 30 separate types of skills may be required depending on the mandate of a particular mission. Some, but not all, areas of expertise would be immediately required. In order to ensure the quick deployment of such personnel, the Department of Peacekeeping Operations would develop profiles of expertise required. Such expertise would come from Member States, international organizations, non-governmental organizations, United Nations agencies and programmes and the international financial institutions. The necessary experts would be identified in advance and arrangements would be worked out with their parent organizations/ Member States for deployment within seven days of the establishment of a peacekeeping operation.

37. **Administrative and logistics personnel**. As noted above, this category of personnel would usually come from within the Secretariat and ongoing United Nations peacekeeping operations. It is envisaged that such personnel would be identified in advance and would be ready to be deployed within seven days of the establishment of a peacekeeping operation. In order to maintain the required capacity in the Secretariat and ongoing missions upon their deployment, a back-up arrangement would be established whereby their functions would be filled on a temporary basis from a pool of pre-selected personnel.

38. It is envisaged that a small unit would be established in the office of the Under-Secretary-General for Peacekeeping Operations that would be responsible for setting up the new system and ensuring that it functioned effectively. The Rapid Deployment Management Unit would: (a) establish or refine profiles of personnel required to carry out the full range of tasks necessary to launch any type of peacekeeping operation that might be established by the Security Council; (b) develop and oversee a system for the pre-selection of standby personnel (roster of rapidly deployable personnel); (c) consult with Member States and various organizations in identifying necessary personnel, and develop the appropriate administrative arrangements for their rapid deployment; and (d) monitor emerging requirements and adjust the roster of rapidly deployable personnel to ensure that such needs can be met.

39. Under the revised rapid deployment concept, the Rapid Deployment Management Unit would comprise four posts: head of office (P-5), humanitarian officer (P-4), civilian police officer (P-4) and one General Service staff. The P-5 and General Service post represent new posts to be provided in the context of the support account for peacekeeping operations for the period commencing 1 July 2000. Further details regarding this proposal are provided in paragraph 65 below.

40. In carrying out its functions, the Rapid Deployment Management Unit would work closely with focal points in the Office of Operations, Military and Civilian Police Division, and the Field Administrative Logistics Division. In the weeks leading up to the establishment of a potential mission, the Rapid Deployment Management Unit would work particularly closely with the concerned units in the Department of Peacekeeping Operations to identify immediate personnel requirements and select personnel from the roster. As much advance notification as possible would be provided to participating Member States and organizations for the release of personnel. Nevertheless, it would be clearly understood by all participating in the programme that, in some cases, the United Nations might have very little lead-time to prepare for an operation and, consequently, in such cases the notification period might be extremely tight.

41. Each participating Member State and organization would be responsible for ensuring that pre-selected staff were kept in a high state of readiness for immediate deployment. In this connection, a key element in the success of the system would be the conclusion of a binding memorandum of understanding with each participating partner to ensure that staff on the rapid deployment roster were in fact available and ready to be deployed when needed.

42. Staff selected for possible rapid deployment would continue to perform their current functions when their presence in the field was not required. In establishing the roster, every effort would be made to include personnel from as wide a geographic range as possible, as well as female candidates.

43. Under the new concept of rapid deployment, there would be a requirement for appropriate training and familiarization of the personnel involved. This requirement would be examined by the Rapid Deployment Management Unit and cost-effective means of training and familiarization established.

44. In requesting a review of the rapidly deployable mission headquarters, the General Assembly specifically requested that it address the following: (a) the difference between the responsibilities of the rapidly deployable mission

headquarters and those of the Military Planning Service; (b) further develop the concept of the rapidly deployable mission headquarters; (c) the Advisory Committee on Administrative and Budgetary Questions' comments on fragmented planning processes in the Department of Peacekeeping Operations as they relate to the original rapidly deployable mission headquarters concept; and (d) examine the possibility of filling required posts through redeployment of existing support account established posts throughout the Secretariat.

45. In its report of 6 April 1999 (A/53/901), the Advisory Committee noted that the Secretary-General's report of 4 March 1999 (A/53/854) had clarified the roles of the Military Planning Service and the rapidly deployable mission headquarters, but noted the potential for duplication in the areas of training and planning.

46. In the Secretary-General's report, it was noted that the primary responsibility of the Military Planning Service was to provide advice on the tasks and possible configuration of military components of new peacekeeping missions and to develop the related concept of operations. The responsibility of the rapidly deployable mission headquarters, on the other hand, would be to prepare the more detailed plans that were normally established by the military headquarters in the field. For example, it would translate the strategic-level military concept of operations and the outline plan prepared by the Department of Peacekeeping Operations into operational and tactical-level orders and instructions, including detailed tasking to those who would implement the orders. Under the revised rapid deployment system, those tasks would also be carried out upon immediate deployment by military officers participating in the roster of rapidly deployable personnel. It is therefore necessary, as noted above, that such personnel have relevant United Nations experience.

47. It was envisaged that, when not deployed, the rapidly deployable mission headquarters would also maintain a database on all pre-selected personnel and would assist the training unit in its training of selected standby forces. Upon further review of this training function, it has been determined that there would, indeed, have been some potential for overlap between the work of the rapidly deployable mission headquarters and the training unit. This risk would be overcome with the revised system for rapid deployment, as the personnel would remain in their home country.

48. The present review addresses the General Assembly's request that the Secretariat further develop the concept of the rapidly deployable mission headquarters. It is envisaged that the new concept would overcome a number of shortcomings inherent in the old concept: (a) unlike the previous system, the revised system would be designed for the maximum flexibility necessary to meet the wide range of personnel requirements of today's peacekeeping operations; (b) unlike the rapidly deployable mission headquarters, which could only be used for one mission at a time, the revised concept would allow for rapid deployment to more than one mission at any given time; (c) the revised system would be more cost-effective in that four, instead of eight posts, would be required; and (d) the revised system would also overcome the inherent constraint of the previous system in that, for political and security considerations, one or more staff in tier one of the rapidly deployable mission headquarters might not have been able to be deployed in a given mission area.

49. It must be stressed, however, that the success of the revised system would require the active commitment and participation of Member States and relevant organizations.

B. Administrative and budgetary issues

50. During the 2000/01 period, the Secretariat intends to address a number of administrative and budgetary issues relating to the backstopping of peacekeeping operations at Headquarters, focusing on four priority areas:

(a) A comprehensive review and updating of the Standard Cost Manual for Peacekeeping Operations;

(b) Development of standardized inventory reports that would provide review bodies, in particular, the Advisory Committee on Administrative and Budgetary Questions, with meaningful, timely information in a transparent, user-friendly format;

(c) Review of the current start-up kit concept of the United Nations Logistics Base at Brindisi in view of the recent upsurge in peacekeeping operations. The review exercise will examine the existing arrangements in terms of the number and/or composition of the two existing start-up kits as well as the alternative possibility of advance acquisition of certain items of equipment with long delivery times, to be held as reserve stock at the Base;

(d) A review will also be made of the distribution of functional responsibilities between Headquarters and the field.

51. The level of the resources required and proposed for the next period has been assessed taking into consideration the developments described in the preceding paragraphs.

IV. Resource requirements in support of peacekeeping operations for the period from 1 July 2000 to 30 June 2001

Table 2
Overall requirements
(United States dollars)

	Expenditures July 1998-June 1999	*Approved July 1999-June 2000*	*Proposed July 2000-June 2001*
Posts	29 562 800	34 940 100	39 217 800
General temporary assistance	426 800	282 500	1 185 500
Consultants	-	39 000	-
Overtime	167 300	142 000	152 000
Official travel	135 900	140 000	180 000
Training	400 000	337 500	389 000
Common services	1 753 300	2 290 300	2 704 700
Electronic data-processing equipment	375 500	217 300	330 100
Office furniture and equipment	-	-	30 000
Staff assessment	-	-	7 547 500
Gross resources	**32 821 600**	**38 388 700**	**51 736 600**
Income from staff assessment		-	(7 547 500)
Net resources	**32 821 600**	**38 388 700**	**44 189 100**
Total	**32 821 600**	**38 388 700**	**51 736 600**

Table 3
Overall staffing

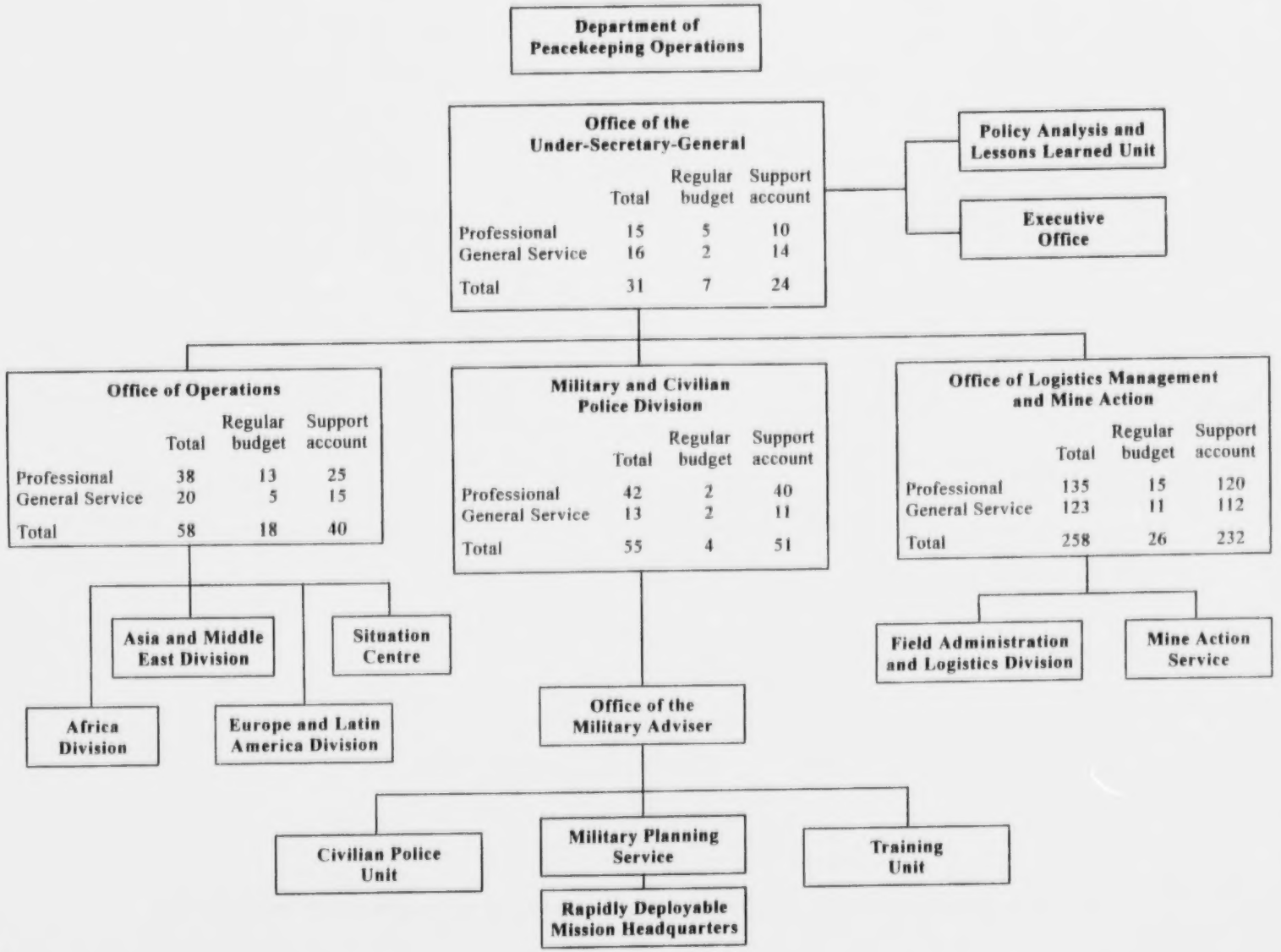
	Regular budget		Temporary posts: Support account		Temporary posts: Other		Total	
	1999/00	*2000/01*	*1999/00*	*2000/01*	*1999/00*	*2000/01*	*1999/00*	*2000/01*
Professional category and above								
Under-Secretary-General	4	4	-	-	-	-	4	4
Assistant Secretary-General	4	4	-	-	-	-	4	4
D-2	18	19	2	2	-	-	20	21
D-1	30	29	9	9	3	3	42	41
P-5	52	53	29	30	7	7	88	90
P-4	71	71	119	119	28	28	218	218
P-3	65	66	102	103	27	27	194	196
P-2/P-1	47	46	7	7	6	6	60	59
Subtotal	**291**	**292**	**268**	**270**	**71**	**71**	**630**	**633**
General Service and related categories								
Principal level	46	46	10	10	15	15	71	71
Other level	403	403	189	191	91	91	683	685
Trades and crafts	99	99	-	-	4	4	103	103
Subtotal	**548**	**548**	**199**	**201**	**110**	**110**	**857**	**859**
Total	**839**	**840**	**467**	**471**	**181**	**181**	**1 487**	**1 492**

A. Department of Peacekeeping Operations

52. The Department of Peacekeeping Operations is responsible for the implementation of the work programme under this section. The Department acts as the operational arm of the Secretary-General for United Nations peacekeeping operations and is responsible for the conduct, management, direction, planning and preparation of these operations and for providing administrative and logistics support to good offices, preventive diplomacy, peacemaking and humanitarian missions, as required.

53. Since April 1999, there has been a dramatic increase in the activities of the Department owing to the establishment of three new large-scale missions in East Timor, Kosovo and the Democratic Republic of the Congo, as well as a significant expansion of the peacekeeping operations in Sierra Leone. The complexity of the mandates has placed tremendous demands on the Department. At present, the Department is responsible for 16 peacekeeping operations.

Structure of the Department of Peacekeeping Operations: 1 July 1999 to 30 June 2000


Department of Peacekeeping Operations
Office of the Under-Secretary-General
Total Regular budget Support account
Professional 15 5 10
General Service 16 2 14
Total 31 7 24
Policy Analysis and Lessons Learned Unit
Executive Office
Office of Operations
Total Regular budget Support account
Professional 38 13 25
General Service 20 5 15
Total 58 18 40
Military and Civilian Police Division
Total Regular budget Support account
Professional 42 2 40
General Service 13 2 11
Total 55 4 51
Office of Logistics Management and Mine Action
Total Regular budget Support account
Professional 135 15 120
General Service 123 11 112
Total 258 26 232
Asia and Middle East Division
Situation Centre
Africa Division
Europe and Latin America Division
Office of the Military Adviser
Field Administration and Logistics Division
Mine Action Service
Civilian Police Unit
Military Planning Service
Training Unit
Rapidly Deployable Mission Headquarters

Structure of the Department of Peacekeeping Operations: 1 July 2000 to 30 June 2001

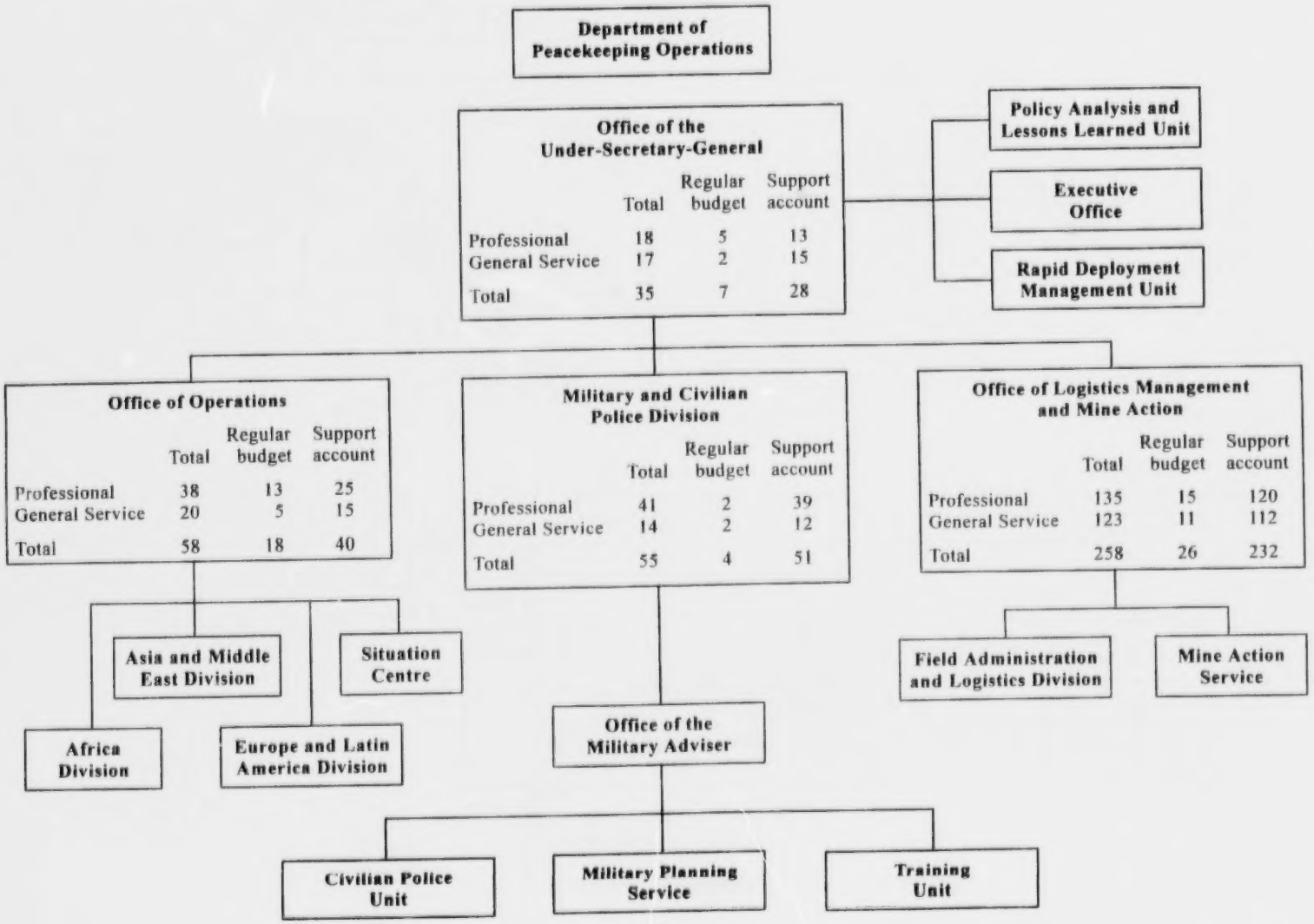

Department of Peacekeeping Operations
Office of the Under-Secretary-General
Total Regular budget Support account
Professional 18 5 13
General Service 17 2 15
Total 35 7 28
Policy Analysis and Lessons Learned Unit
Executive Office
Rapid Deployment Management Unit
Office of Operations
Total Regular budget Support account
Professional 38 13 25
General Service 20 5 15
Total 58 18 40
Military and Civilian Police Division
Total Regular budget Support account
Professional 41 2 39
General Service 14 2 12
Total 55 4 51
Office of Logistics Management and Mine Action
Total Regular budget Support account
Professional 135 15 120
General Service 123 11 112
Total 258 26 232
Asia and Middle East Division
Situation Centre
Africa Division
Europe and Latin America Division
Office of the Military Adviser
Field Administration and Logistics Division
Mine Action Service
Civilian Police Unit
Military Planning Service
Training Unit

Table 4
Overall requirements
(United States dollars)

	Expenditures July 1998-June 1999	*Approved July 1999-June 2000*	*Proposed July 2000-June 2001*
Posts	19 697 000	25 059 900	28 609 600
General temporary assistance	127 200	100 000	569 400
Consultants	-	39 000	-
Overtime	127 300	120 000	120 000
Official travel	95 100	100 000	120 000
Training	400 000	337 500	389 000
Common services	437 700	665 300	781 100
Electronic data-processing equipment	375 500	205 500	313 000
Office furniture and equipment	-	-	30 000
Staff assessment	-	-	5 513 900
Gross resources	**21 259 800**	**26 627 200**	**36 446 000**
Income from staff assessment		-	(5 513 900)
Net resources	**21 259 800**	**26 627 200**	**30 932 100**
Total	**21 259 800**	**26 627 200**	**36 446 000**

Table 5
Overall staffing for the Department of Peacekeeping Operations

	Regular budget		*Temporary posts*				*Total*	
			Support account		*Other*			
	1999/00	*2000/01*	*1999/00*	*2000/01*	*1999/00*	*2000/01*	*1999/00*	*2000/01*
Professional category and above								
Under-Secretary-General	1	1	-	-	-	-	1	1
Assistant Secretary-General	2	2	-	-	-	-	2	2
D-2	4	5	-	-	-	-	4	5
D-1	5	4	8	8	-	-	13	12
P-5	5	5	19	20	1	1	25	26
P-4	7	7	81	81	3	3	91	91
P-3	4	4	82	83	9	9	95	96
P-2/P-1	7	7	5	5	1	1	13	13
Subtotal	**35**	**35**	**195**	**197**	**14**	**14**	**244**	**246**

	Regular budget		Temporary posts: Support account		Temporary posts: Other		Total	
	1999/00	2000/01	1999/00	2000/01	1999/00	2000/01	1999/00	2000/01
General Service and related categories								
Principal level	-	-	9	9	-	-	9	9
Other level	20	20	143	145	3	3	166	168
Trades and crafts	-	-	-	-	-	-	-	-
Subtotal	**20**	**20**	**152**	**154**	**3**	**3**	**175**	**177**
Total	**55**	**55**	**347**	**351**	**17**	**17**	**419**	**423**

1. Office of the Under-Secretary-General

Table 6
Posts

	Regular budget		Temporary posts: Support account		Temporary posts: Other		Total	
	1999/00	2000/01	1999/00	2000/01	1999/00	2000/01	1999/00	2000/01
Professional category and above								
Under-Secretary-General	1	1	-	-	-	-	1	1
Assistant Secretary-General	-	-	-	-	-	-	-	-
D-2	-	-	-	-	-	-	-	-
D-1	1	1	1	1	-	-	2	2
P-5	-	-	2	3	-	-	2	3
P-4	1	1	3	5	-	-	4	6
P-3	-	-	2	2	-	-	2	2
P-2/P-1	2	2	2	2	-	-	4	4
Subtotal	**5**	**5**	**10**	**13**	**-**	**-**	**15**	**18**
General Service and related categories								
Principal level	-	-	2	2	-	-	2	2
Other level	2	2	12	13	-	-	14	15
Trades and crafts	-	-	-	-	-	-	-	-
Subtotal	**2**	**2**	**14**	**15**	**-**	**-**	**16**	**17**
Total	**7**	**7**	**24**	**28**	**-**	**-**	**31**	**35**

Functions

54. The Office of the Under-Secretary-General directs and controls United Nations peacekeeping operations on behalf of the Secretary-General and formulates policies for peacekeeping operations and operational guidelines based on Security Council

mandates. The Office maintains open communications with Member States on all facets of peacekeeping. In addition, it maintains liaison with the office of the Spokesman for the Secretary-General and the Department of Public Information and maintains extensive contacts with the media. In order to promote understanding of United Nations peacekeeping, the staff attend seminars and conferences organized by Governments, intergovernmental organizations and academic institutions. The Office comprises the immediate Office of the Under-Secretary-General, the Policy and Analysis and Lessons Learned Unit and the Executive Office.

55. The Policy and Analysis and Lessons Learned Unit acts as a think-tank to provide in-depth research and analyses of emergent questions related to peacekeeping policy, procedure and doctrine. In addition to the various ad hoc requirements that arise regarding the review of texts and the maintenance of contact with external bodies working on issues of peace and security, priority items on the Unit's policy and analysis agenda can be divided into the following categories: long-term doctrinal research on issues and preparation or clarification of various operational guidelines; service to the Special Committee on Peacekeeping Operations and support to Member States' series of discussions on the use of police in peacekeeping; and fostering a coherent presentation of peacekeeping policy through provision of inputs to reports and participation in interdepartmental working groups, etc.

56. With regard to work on doctrine and guidelines, the Unit is exploring such issues as assistance by peacekeeping operations to civilians in armed conflict; guidelines for cooperation between peacekeeping operations and humanitarian and human rights elements; and the role of peacekeeping in disarmament, demobilization and reintegration.

57. In servicing the Special Committee on Peacekeeping Operations, the Unit, *inter alia*, provides relevant Secretariat reports, drafts speaking notes, organizes administrative aspects and prepares the text of the Special Committee's report. With regard to Member States' discussion of the role of police in peacekeeping, the Unit's role has included the formulation of objectives and agendas, preparation of reports and coordination of follow-up.

58. In terms of fostering a coherent presentation of peacekeeping policy, the Unit participates in such task forces and working groups as the Working Group on Disarmament, Demobilization and Reintegration of the Executive Committee on Humanitarian Affairs; the initiative on Coordinating Action on Small Arms; the Strategic Planning Network and the Reference Group of the Inter-Agency Standing Committee.

59. During the period from 1 July 1998 to 30 June 1999, the lessons learned programme of work comprised the following items:

(a) The study on disarmament, demobilisation and reintegration carried over from the previous year;

(b) A study on mine clearance in a peacekeeping environment;

(c) A project on the implementation of lessons learned from peacekeeping operations;

(d) A project on the summary of lessons learned from the United Nations Protection Force (UNPROFOR)/United Nations Peace Forces (UNPF);

(e) A study of post-United Nations Transition Group (UNTAG) Namibia;

(f) Strengthening the Lessons Learned Resource Centre.

60. As noted above, the disarmament, demobilization and reintegration study was completed in 1999, as was the project on the implementation of lessons learned from peacekeeping operations, which involved field research in Angola, Georgia and Sierra Leone. The project on UNPROFOR/UNPF, as well as the studies on post-UNTAG Namibia and mine clearance have advanced and are expected to be completed in 2000. With regard to the item on strengthening the Lessons Learned Resource Centre, considerable progress has been made with the acquisition of research materials, the development of a database linking ongoing missions, and with the computerization of all resource materials, taking into account the recommendations of the Office of Internal Oversight Services.

61. The following items featured in the lessons learned work programme for the period from 1 July 1999 to 30 June 2000:

(a) A project on the application of lessons learned in the field;

(b) A study of lessons learned from civilian police operations in United Nations peacekeeping operations;

(c) A study of lessons learned from mine clearance operations in peacekeeping;

(d) A study on mainstreaming a gender perspective in peacekeeping operations;

(e) The study on post-UNTAG Namibia;

(f) Strengthening the Lessons Learned Resource Centre;

(g) A project on the implementation of the principles and guidelines of the disarmament, demobilization and reintegration study, in close cooperation with the Training Unit.

62. The Executive Office provides financial, personnel and administrative support services to the Department, including responsibility for financial management and performance reporting.

63. The work of the Executive Office continues to be characterized by the heavy workload relating to the recruitment and placement of staff.

Workload statistics

Table 7
Executive Office

	1997/98	*1998/99*	*1999/00*[a]
Placement and promotion	25	141	159
Personnel actions	1 672	1 700	1 650
Travel authorizations	327	358	350

[a] Projected.

Resources

64. For the current period, the Office of the Under-Secretary-General has 24 posts funded from the support account as shown in table 6 above, and broken down as follows:

Table 8
Posts funded from the support account

	Professional category and above	*General Service and related categories*
Office of the Under-Secretary-General	4	7
Policy Analysis and Lessons Learned Unit	3	1
Executive Office	3	6

65. For the period from 1 July 2000 to 30 June 2001, with the redeployment of the Rapid Deployment Management Unit (formerly known as the rapidly deployable mission headquarters) from the Military and Civilian Police Division, two P-4 posts would be reassigned to the new Unit within the Office of the Under-Secretary-General. The Unit would be led by a senior civilian officer at the P-5 level supported by one General Service staff. It is proposed that one P-5 post and one General Service (Other level) post be created for this purpose.

2. Office of Operations

Table 9
Posts

	Regular budget		*Temporary posts*					
			Support account		*Other*		***Total***	
	1999/00	*2000/01*	*1999/00*	*2000/01*	*1999/00*	*2000/01*	*1999/00*	*2000/01*
Professional category and above								
Under-Secretary-General	-	-	-	-	-	-	-	-
Assistant Secretary-General	1	1	-	-	-	-	1	1
D-2	2	3	-	-	-	-	2	3
D-1	3	2	2	2	-	-	5	4
P-5	2	2	4	4	-	-	6	6
P-4	3	3	8	8	-	-	11	11
P-3	2	2	11	11	-	-	13	13
P-2/P-1	-	-	-	-	-	-	-	-
Subtotal	**13**	**13**	**25**	**25**	**-**	**-**	**38**	**38**

	Regular budget		Temporary posts: Support account		Temporary posts: Other		Total	
	1999/00	2000/01	1999/00	2000/01	1999/00	2000/01	1999/00	2000/01
General Service and related categories								
Principal level	-	-	-	-	-	-	-	-
Other level	5	5	15	15	-	-	20	20
Trades and crafts	-	-	-	-	-	-	-	-
Subtotal	**5**	**5**	**15**	**15**	**-**	**-**	**20**	**20**
Total	**18**	**28**	**40**	**40**	**-**	**-**	**58**	**58**

Functions

66. The Office of Operations provides executive direction for the implementation of Security Council mandates that establish peacekeeping operations and/or direct the Secretary-General to plan them. Its functions include the coordination and integration of inputs from other departments, agencies and programmes. It supports the operations vis-à-vis the parties to the conflict and other interested parties, the members of the Security Council and the contributors. It is also responsible for the Secretary-General's reporting obligations on peacekeeping operations to the Security Council. The overall role of the Office of Operations is to act as a dynamic factor in devising, promoting agreement on and implementing solutions to the problems that arise in its area of responsibility. The ease or difficulty in fulfilling this responsibility depends on a number of factors, including the nature of an operation's mandate, the willingness of the parties to peacefully resolve their dispute and cooperate with the United Nations in carrying out Security Council mandates and the willingness of other parties (regional organizations, interested Member States, etc.) to play their role through the provision of political support, manpower, logistics and the financial resources necessary for the implementation of the peace process.

67. The upsurge in peacekeeping over the past year has posed significant challenges to the Department of Peacekeeping Operations, including the Office of Operations. The new operations in Kosovo and East Timor have been given unprecedented mandates in terms of executive authority for governance. Moreover, institution-building activities have become an integral part of many peacekeeping operations. These tasks have generated new types of challenges in planning, deploying and managing peacekeeping operations. To help support the implementation of these tasks, in accordance with General Assembly resolution 54/243 of 23 December 1999, additional staff resources were provided to the Office in late 1999 to assist with the planning and management of such activities.

68. The Office of Operations leads the planning process by providing the overall framework, developing options for courses of action, leading reconnaissance missions to the field and coordinating and integrating inputs from within the Department and from other entities (e.g., military, police, humanitarian, electoral, human rights and such other aspects as logistics, support and staffing requirements) into a comprehensive plan for approval by the Security Council. The Office has also supported the work of the International Commission of Inquiry in Rwanda and

continues to compile information for, and deal with frequent requests from, the International Tribunal for the Former Yugoslavia. It also prepares briefings and responds to ad hoc requests for reports and information by the Security Council, the General Assembly, the Secretary-General, national Governments and other international bodies.

69. The Office is led by an Assistant Secretary-General and is comprised of three regional divisions (Africa Division, Europe and Latin America Division, and Asia and Middle East Division) and the Situation Centre.

70. The Assistant Secretary-General, and his front office, is responsible for coordinating the work of the Office of Operations and providing advice on policy and operational issues. The workload of this office has increased significantly in the past year as a result of the overall upsurge in peacekeeping activities.

71. The establishment of UNAMSIL on 22 October 1999 and MONUC on 30 November 1999 and their subsequent expansions under Security Council resolutions 1289 (2000) and 1291 (2000), respectively, have further intensified the heavy workload of the Africa Division. These missions have come at a time when the United Nations Mission for the Referendum in Western Sahara (MINURSO) is again facing difficulties in the implementation of the settlement plan. The Division is still handling residual issues related to Angola. It is also leading and coordinating contingency planning for a possible operation to help settle the conflict between Eritrea and Ethiopia; and is intensifying activities to strengthen African capacity for peacekeeping and cooperation with the Organization of African Unity (OAU). In addition, staff continue to follow up on numerous issues related to former United Nations operations in Rwanda, Liberia, Somalia and other issues, including queries from Member States, parliaments, international commissions of inquiry and journalists.

72. All the missions in Africa are multidimensional peacekeeping operations, many of them located in areas of extreme volatility where, as in other regions, the wounds of war are still fresh and where the parties do not yet have the necessary trust to cooperate fully in the implementation of their mandates. Security for United Nations staff in such areas is often poor, requiring a constant and vigilant watch and close consultation by Headquarters. Again, because these are multidimensional operations, they require a great deal of consultation and coordination with the United Nations, the World Bank, the International Monetary Fund (IMF) and bilateral partners. Another complicating characteristic of these operations is that they have to deal with numerous parties on the ground whose positions are constantly shifting and have loose chains of command.

73. To illustrate the workload involved in the above, during 1999, UNOMSIL, followed by UNAMSIL, required over 300, often lengthy, substantive cables to provide the necessary guidance; 11 meetings with troop contributors, numerous briefings of the Security Council, 40 briefing notes for the Secretary-General and other high-level officials. This is in addition to unrecorded daily telephone and e-mail communications. The recently established mission in the Democratic Republic of the Congo, MONUC, is also a complex mission to manage, as there are over nine parties to the conflict. This requires the preparation of highly sensitive guidance for the field and recommendations for the Secretary-General. In the second half of 1999, over 35 background notes to the Secretary-General were prepared; numerous briefing notes were drafted for the Security Council; and over 300 cables

were sent to the field to provide substantive guidance, as well as other numerous communications.

74. The Europe and Latin America Division is responsible for some of the most active peacekeeping operations (UNMIK, the United Nations Mission in Bosnia and Herzegovina (UNMIBH), the United Nations Observer Mission in Georgia (UNOMIG), the United Nations Mission of Observers in Prevlaka (UNMOP) and MIPONUH). UNMIK, for example, is an unprecedented operation both in terms of its mandate and structure. The complexity and volume of issues to be addressed on a daily basis generates the heaviest workload in the Division.

75. The United Nations has essentially been mandated to provide an interim administration for the territory of Kosovo, Federal Republic of Yugoslavia. The structure of the Mission is also unique in terms of its cooperative arrangements with regional organizations, which head some of its pillars under the authority of the Special Representative of the Secretary-General. The Mission is highly political, commanding the constant attention of the Security Council. The management of the Mission involves a great deal of consultation with the Secretary-General and the Deputy Secretary-General, as well as consultation and coordination at a senior level with regional organizations (European Union, the Organization for Security and Cooperation in Europe (OSCE), the North Atlantic Treaty Organization (NATO)), United Nations agencies and other departments of the Secretariat. Regular discussions with the Office of Legal Affairs are required to address the unprecedented and very difficult legal issues facing UNMIK. In the six months between the Mission's establishment and the end of the year, the Division drafted over 400 cables to UNMIK, providing guidance and soliciting information; it also prepared some 200 background notes to the Secretary-General and other officials, and participated in 37 meetings with the Secretary-General and the Deputy Secretary-General and briefed the Security Council, donor countries, and other support groups on a weekly, and sometimes daily, basis. In terms of workload statistics, the establishment of UNMIK has more than doubled the work of the Division. In addition to its mission-related work, the Division was responsible in 1999 for preparing the report to the General Assembly on Srebrenica (A/54/549).

76. It is foreseen that the workload connected with the other missions for which the Division is responsible, in particular UNMOP, UNOMIG and UNMIBH, will remain active in the year ahead. Given recent political developments affecting UNMOP, additional activity in regard to the role of the Chief Military Observer and the related coordination at Headquarters with the Permanent Missions to the United Nations concerned is anticipated, which, it is hoped, will lead to progress in the implementation of the Mission's mandate. The situation in UNOMIG is likely to remain unstable, given political and security developments in the region, and will continue to require the full attention of the Division. UNMIBH is currently one of the largest peacekeeping operations, with a number of multidimensional functions. Its mandate is implemented in close cooperation with other organizations and continues to command the attention of Member States and is closely scrutinized by the Security Council. This Mission will continue to require close monitoring and coordination at the senior level. The expected termination of MIPONUH in the coming months and the sensitive work associated with this process — in particular the consultations leading to the establishment of a new mission in Haiti — will also continue to demand the close attention of the Division.

77. Of the eight operations in the Asia and Middle East Division, five were established around the most long-standing and intractable conflicts in the history of United Nations peacekeeping. In the coming year, it is foreseen that the three missions in the Arab-Israeli theatre, the United Nations Interim Force in Lebanon (UNIFIL), the United Nations Disengagement Observer Force (UNDOF), and the United Nations Truce Supervision Organization (UNTSO), will see more activity, especially if the resumed negotiations result in agreement. In the Kashmir region, new military activity between India and Pakistan has meant a state of continuous high-alert for the United Nations Military Observer Group in India and Pakistan (UNMOGIP). In Cyprus, the Secretary-General's initiatives in pursuing a durable solution are concomitant with a more pro-active role for the United Nations Peacekeeping Force in Cyprus (UNFICYP) in facilitating community relations on the island through its peacekeeping functions. These five missions, and the United Nations Iraq-Kuwait Observation Mission (UNIKOM), will continue to contribute to stability in their frequently volatile regions.

78. The Division's workload increased dramatically with the establishment of UNTAET, which has overall responsibility for the administration of East Timor, and is empowered to exercise all legislative and executive authority, including the administration of justice. It is responsible for the full scope of government functions, which encompass the development of civil and social services, the provision of security and the maintenance of law and order; and the coordination and delivery of humanitarian assistance, rehabilitation and development assistance. UNTAET is responsible for the training and creation of an East Timorese civil service and a civilian police force. The Department of Peacekeeping Operations has the lead within the Secretariat for cooperation and coordination with and among the United Nations agencies, the Bretton Woods institutions and donor countries, a responsibility which is performed by the Division through the Task Force on East Timor, interdepartmental daily working-level meetings, and numerous ad hoc meetings in varying configurations. In addition, there are frequent meetings with Member States individually and in groups. The Security Council is kept constantly abreast of developments. The Mission commands high-level interest among Member States and, in the Secretariat, the highest levels are closely involved.

79. The Situation Centre is responsible for expediting the information flows generated in the field to those responsible in the department, maintaining around-the-clock communications links with all missions, maintaining a crisis management capability and a task force area capable of operating at very short notice. It also maintains and provides factual information to those in the Department of Peacekeeping Operations involved in peacekeeping planning and operational functions. For instance, it provides background reports from open sources on the history of a conflict, as well as information on the existing infrastructure and geographic and socio-economic factors related to a possible mission area, which assist in the planning process.

80. During the past year, the demands on the Situation Centre's services increased rapidly with the establishment of UNMIK, UNTAET, UNAMSIL and MONUC. For instance, over the past year, the calls received in connection with its 24-hour point of contact for peacekeeping operations increased from 70,000 to 80,000. The Centre also increased the number of daily reports it produces on specific missions, in particular UNMIK and UNTAET, a service that was introduced in 1998. Over the past year, some 270 such reports were produced, compared with 30 in 1998. Another

significant development in the work of the Centre over the past year was the introduction of video-conferencing. The Centre facilitated a total of 96 such conferences in 1999.

Table 10
Situation Centre activity

	1994	*1995*	*1996*	*1997*	*1998*	*1999*
Daily situation reports on peacekeeping operations	252	252	252	252	252	252
Daily executive summaries	-	-	252	252	252	252
Reports on specific subjects	-	-	-	15	30	270
Notations of casualties to Member States	286	636	202	325	102	214
Video-conferences	-	-	-	-	-	96
Briefings at meetings of crisis action teams	-	-	10	21	35	60
Communications with senior officers	-	-	5	80	100	120
Presentations, visits and conferences/meetings (approximate number)	-	-	1 200	1 500	2 000	2 000
Investigations and research reports	-	-	208	316	316	74

Workload statistics

81. The workload statistics for the Office of Operations for the year 1999 reflect the complexity of peacekeeping mandates, especially those of the missions established during the past year. Multifunctional tasks, addressing a variety of sectoral needs, continue to be an integral part of peacekeeping operations. The mandates of two of the four multidimensional missions established in the past year — UNMIK and UNTAET — are even broader, including executive authority for governance. These operations are deployed in areas of civil conflict, which could remain highly volatile. Given the complexity of their mandates and the sensitivities of the peace process, the Security Council remains actively interested in them, requesting a constant flow of information from the Department of Peacekeeping Operations. For instance, in the past year, the Department provided almost twice as many oral briefings to the Security Council as it had in 1998 (167 briefings in 1999, compared with 92 in 1998).

82. Given their nature, the management of these operations also requires very tight coordination within the United Nations system with interested Member States, contributors and donors. The United Nations cannot implement broad multidimensional mandates on its own. The Secretariat must call upon others who have the specialized knowledge required to assist in their implementation. The World Bank and IMF are called upon in the areas of fiscal and economic development; the United Nations specialized agencies and programmes, including the United Nations Development Programme (UNDP), the Office of the United Nations High Commissioner for Refugees (UNHCR), the United Nations Children's Fund (UNICEF), the World Trade Organization (WTO), the International Trade Organization (ITO) and the International Labour Organization (ILO), etc., all have a contribution to make in accordance with their various mandates. Close cooperation

with regional organizations such as OSCE, European Union, OAU, NATO and the Economic Community of West African States (ECOWAS) is also required.

83. Bringing the various agencies and organizations into the structure of a peacekeeping operation, under the overall authority of the Special Representative of the Secretary-General, requires constant interaction to ensure the best possible contribution to the political, peace-building and development process. Such coordination is the responsibility of the Office of Operations. It is achieved primarily through interdepartmental and inter-agency meetings, as well as meetings with interested Member States, where needs and problems are discussed and consensus on issues reached. This is reflected in the workload statistics of the Office. The number of task forces, consisting of various Secretariat departments and United Nations agencies, either chaired by the Department of Peacekeeping Operations or in which the Department participated, more than doubled in the past year, from 146 in 1998 to 297 in 1999. During the past year, the Department began holding video-conferences to bring together, through the Situation Centre facilities, representatives of various departments and agencies in New York, Geneva and Rome with counterparts from the missions, for daily or weekly coordination and policy-making meetings; 96 such video-conferences were held during the year. The use of crisis action teams — to share information at the interdepartmental working level and with Member States, especially during times of crisis — also rose, from 35 in 1998 to 60 in 1999.

84. These statistics show that an assessment of the work of the Office of Operations cannot be captured on the basis of written output alone. One must also look at the considerable time and work that goes into coordinating the development of procedures, policies and operational guidance required to properly manage the type of operations that have been established in recent years.

Table 11
Scope of operations — Office of Operations

Operations	*1995*	*1996*	*1997*	*1998*	*1999*
Ongoing missions at year end	16	16	15	16	17
Countries contributing troops, military observers, Civilian Police	76	69	71	77	88
New missions established this year	4	3	4	3	4
Missions closed	4	3	5	2	3
Missions planned	6	5	5	5	6
Changes to mission mandate (expansion/reduction)	2	1	1	1	8

Table 12
Quantifiable workload indicators

	1995	*1996*	*1997*	*1998*	*1999*
Reports of the Secretary-General to the Security Council	79	65	59	70	61
Letters from the Secretary-General to the President of the Security Council	58	47	71	55	51
Background notes for the Security Council, Secretary-General and other senior officials	-	1 070	1 180	1 316	1 277
Weekly updates on peacekeeping operations to the Security Council	-	48	48	52	52
Representation at meetings of the Security Council	-	-	79	92	167
Meetings with troop-contributing countries chaired by the Security Council or the Department	-	57	74	79	92
Number of task forces/working groups chaired by the Department	-	33	48	41	119
Number of task forces/working groups in which the Department participated	-	97	106	105	178
Outgoing cables (estimate, based on monthly average)	-	-	3 600	3 324	3 295

Resources

85. For the current period, the Office of Operations has 40 posts funded from the support account as shown in table 13 below.

Table 13
Posts funded from the support account

	Professional category and above	*General Service and related categories*
Office of the Assistant Secretary-General	1	1
Africa Division	3	3
Asia and Middle East Division	4	4
Europe and Latin America Division	2	4
Situation Centre	15	3

86. Unlike the other Divisions, which are headed by Directors at the D-2 level, the post for the head of the Europe and Latin America Division is currently graded at the D-1 level. This anomaly is owing to historical reasons. Until the end of 1995, the Division was responsible for the operations in Central America, Haiti and Georgia, but all the activities of the Department of Peacekeeping Operations relating to the Balkans (essentially UNPROFOR) were handled directly by the Office of the Under-Secretary-General for Peacekeeping Operations. With the termination of UNPROFOR and the signing of the Dayton Agreement, responsibility for the new missions in the region (UNMIBH, UNMOP, the United Nations Preventive Deployment Force (UNPREDEP) and the United Nations Transitional

Administration for Eastern Slavonia, Baranja and Western Sirmium (UNTAES)) was placed with the Division. This led to a tremendous increase in the Division's workload and responsibilities and would have amply justified upgrading the post of Director to the D-2 level; however, this could not be achieved at that time. As noted above, the establishment of UNMIK in 1999 has meant a further qualitative and quantitative increase in the workload of the Division and has added to the already significant political and managerial responsibilities carried out by the Acting Director. Hence, the need to correct this anomaly has now become more acute.

87. The D-1 post in the Division is funded under the regular budget. For the reasons stated above, it is requested that the General Assembly approve, on an exceptional basis, the upgrading of the D-1 post under the regular budget for the Division to the D-2 level effective 1 July 2000. At the present time, no additional resources are being requested under the regular budget in connection with this proposal. Additional requirements would be addressed in the context of the first performance report for the programme budget for the biennium 2000-2001.

3. Office of Logistics Management and Mine Action

Table 14
Posts

	Regular budget		*Temporary posts*				*Total*	
			Support account		*Other*			
	1999/00	*2000/01*	*1999/00*	*2000/01*	*1999/00*	*2000/01*	*1999/00*	*2000/01*
Professional category and above								
Under-Secretary-General	-	-	-	-	-	-	-	-
Assistant Secretary-General	1	1	-	-	-	-	1	1
D-2	1	1	-	-	-	-	1	1
D-1	1	1	3	3	-	-	4	4
P-5	2	2	10	10	1	1	13	13
P-4	3	3	38	38	3	3	44	44
P-3	2	2	66	66	9	9	77	77
P-2/P-1	5	5	3	3	1	1	9	9
Subtotal	**15**	**15**	**120**	**120**	**14**	**14**	**149**	**149**
General Service and related categories								
Principal level	-	-	7	7	-	-	7	7
Other level	11	11	105	105	3	3	119	119
Trades and crafts	-	-	-	-	-	-	-	-
Subtotal	**11**	**11**	**112**	**112**	**3**	**3**	**126**	**126**
Total	**26**	**26**	**232**	**232**	**17**	**17**	**275**	**275**

Functions

88. The Office of Logistics Management and Mine Action provides executive direction and overall coordination of all logistics and administration activities for field missions, including staffing, administration, finance and procurement. It ensures the development and implementation of policies and procedures concerning support of peacekeeping operations and field missions. The Office maintains liaison and conducts negotiations with Member States and other organizations regarding contributions to peacekeeping operations. It ensures policy development and the promulgation of the administrative, material management and financial policies and regulations of the field operations within the context of the United Nations financial and personnel regulations and administrative procedures.

89. The Office is led by an Assistant Secretary-General and consists of the Field Administration and Logistics Division and the Mine Action Service.

90. The Field Administration and Logistics Division translates operation plans into support plans and implements the plans. Support functions typically encompass some 25 discrete areas of activity, most of which require specialized skills. These areas of activity are: communications; electronic data-processing; the field asset

control system; contract administration; vehicle fleet management; air support; air safety; movement control; shipment; supplies (water, fuel, food, accoutrements); services contracts; logistic operations; medical support; pouch, mail and administrative services; engineering (infrastructure, prefabs, construction); power generation; water and sanitation; operational demining; staff administration; recruitment; travel; claims; budgets and budget performance; finance management; regulatory framework; and standard operating procedures. Normally, a surge in activities flowing from the establishment of a new mission affects the performance of some or all of the above areas. When the surge in activity is owing to the establishment of a large operation requiring a major effort, most of the activities related to older missions are deferred, resulting either in an increased backlog or in reduced oversight, aggravated by the fact that such missions may have lost key personnel in favour of the newly established ones.

91. As a result of the upsurge in the peacekeeping activities in 1999, the support requirements also increased manifold. This is a result not only of the sharp increase in the volume of field missions' budgets, numbers of staff and troops, civilian police and military observers, but also because of the growing complexity of the mandates of the new operations. Consequently, the Division's capacity needs to be enhanced in order to meet additional workload and ensure efficient handling of the whole range of resultant complex logistics and administrative issues.

92. The Field Administration and Logistics Division consists of three organizational units in addition to the Office of the Director: the Finance Management and Support Service, the Logistics and Communications Service and the Personnel Management and Support Service.

93. The Office of the Director of the Field Administration and Logistics Division provides overall management, orientation and coordination of the work of the Division. It initiates reviews by the services of the regulatory framework, including policies, processes and procedures; reviews and approves various initiatives to enhance the capacity and preparedness of the Division to mount field operations and manage them efficiently; maintains liaison with other entities within and outside the Department, as well as with Member States and legislative bodies and participates in intergovernmental meetings. The Office manages the resources of the Division, ensures that accountability and internal control measures are in place and establishes and reviews requirements for programme monitoring and evaluation. It coordinates and integrates activities of the Division's organizational units on inter-service issues and issues of concern for all peacekeeping operations.

94. The Finance Management and Support Service provides financial management and support services to peacekeeping, peacemaking and preventive diplomacy operations and trust funds related to peacekeeping and peacemaking activities from start-up through closure and liquidation. The Service coordinates, prepares and submits to the Controller proposals for resource requirements of new and expanding field missions for review, finalization and submission to legislative organs; reviews and analyses field requirements with a view to ensure their reasonableness and timely submission to the Controller; provides support to substantive departments and field missions to ensure effective resource management and control and provides day-to-day guidance on the application of Financial Regulations and Rules of the United Nations; reviews, verifies and certifies claims from Governments for supplies and services, death and disability and contingent-owned equipment; in

consultation with field missions and Headquarters operational units, arranges and certifies payment for global vehicle insurance (in conjunction with the Insurance Unit), commercial satellite communication, freight forwarding charges, and aircraft and other commercial services; initiates revisions to financial policy instruments in the light of experience gained in the field and observations of the Advisory Committee on Administrative and Budgetary Questions, the Fifth Committee and the General Assembly, and coordinates the implementation of the new methodology and procedures; is responsible for the financial liquidation of missions as it pertains to the financial aspects of the disposal of equipment, supplies and other assets and the settlement of claims; and is the focal point for audits and internal control matters relating to all missions and the Division.

95. The Logistics and Communications Service provides the multifaceted interface between plans, mandates and budgets on the one hand, and the practicalities of mounting, sustaining, communicating with and liquidating actual peacekeeping missions on the other. The Service's tasks are correspondingly complex and varied.

96. The Logistics and Communications Service is responsible for the development of logistics and communications doctrine and policy, and the provision of expert advice and operational guidance to the field missions on all transport, supply, engineering, communications and electronic data-processing matters. The Service also develops and maintains the Department's logistics readiness measures to support new or expanding field missions, including the mission start-up kits and the Field Administration and Logistics Division Reserve held at the United Nations Logistics Base at Brindisi. It develops plans for logistics support for new or expanding field missions. The Service conducts technical survey missions, specifying equipment, supplies and services, assists in determining financial implications for such missions, and dispatches logistics implementation teams to oversee the critical start-up period for new missions.

97. The Service determines the need for construction projects; assesses requirements for renovation and development of military and civilian living and working accommodation, water and fuel supply and storage, sanitation and electricity generation in field missions; assesses missions' communications, electronic data-processing, surface transport and air transport requirements, and operates the United Nations aviation safety programme; arranges strategic transport of troops and equipment to and from missions, by air and sea; is responsible for the design, implementation and maintenance of the Department's computerized global *matériel* management database, the field mission logistics control system; provides specialist medical advice for peacekeeping operations; manages the supply of medical goods and services for the Department; determines the method of supply for field mission requirements; and ensures that these requirements are met by transferring assets between missions (including the Field Administration and Logistics Division Reserve), raising requisitions for commercial procurement action, or issuing letters of assist for supply by a Member State. The Service prepares detailed technical and contractual specifications and proposals for the supply of required goods and services. It evaluates bids and proposals based on technical criteria, timeliness of delivery and other relevant logistics support aspects.

98. Logistics and Communications Service also provides logistics evaluation of the contingent-owned equipment and self-sustainment proposals of troop-contributing countries for new and existing missions, and trains field mission staff in

the preparation and certification of contingent-owned equipment verification reports, and verifies Contingents' performance against the relevant contingent-owned equipment memoranda of understanding for reimbursement to the troop-contributing country.

99. The Service prepares statements of work for new contracts, manages signed contracts and letters of assist for the provision of logistics goods and services, and Service section chiefs now act as global asset managers for their specialist ranges of equipment, and have certifying authority for all purchases made against United Nations Headquarters global contracts. The Service is responsible for the processing of asset write-off cases that have been referred to the Headquarters Property Survey Board. It manages the disposition of United Nations-owned equipment when field missions are liquidated.

100. The Personnel Management and Support Service is responsible for anticipating, identifying and meeting the civilian personnel requirements of field missions and ensuring their efficient deployment, management, administration and separation. The Service plays an important role in the full lifespan of a mission, from planning to implementation and liquidation.

101. During the budgetary period, the Service remained engaged in identification and determination of staffing requirements for field missions, monitoring and managing of staffing tables, posts and vacancies; review, selection, appointment and assignment of all international civilian staff; arranging travel to field missions for all international civilian personnel, military observers and civilian police; administration of contracts, salaries and benefits for all international civilian staff serving in field missions; processing initial appointment, assignment, extension and separation of the staff members serving in the field; monitoring mission administration of locally recruited staff; implementation of the Integrated Management Information System (IMIS), development and maintenance of information management systems throughout the Service and in coordination with field missions; advising missions on general information for field administration and personnel policy and assisting in interpretation of staff rules and administrative issuances; contributing to development of organizational personnel policy, including participation in human resources management task forces and working groups, and conducting staff management consultations on personnel policies applicable to field missions; developing and maintaining up-to-date rosters of applicants for priority occupational groups; development, implementation and management of career development, including learning and training programmes for field mission personnel; development and management of a staff welfare programme by ensuring substantive, psychological and medical preparedness of deployed personnel and adequate stress management through development of policies, such as occasional recuperation breaks, conducive to health and well-being of staff; maintaining liaison with the United Nations Security Coordinator on administrative measures relating to security and safety of field personnel; undertaking all necessary notification and administrative arrangements in respect of civilian injuries and casualties in the field; and undertaking visits to the field as necessary for mission planning, start-up, support and monitoring and assessment of the exercise of delegated authority.

102. The Mine Action Service is the focal point within the United Nations system for all landmine-related issues. The Service is responsible for the development of policies, procedures, standards and technical guidelines for all aspects of mine

action, including clearance, dangerous area reduction and mine awareness in support of field missions authorized by the Security Council. The Service participates in pre-mission planning and in-theater assessment, the establishment of the mine action coordination function and ongoing quality assurance monitoring. In 1999, the Service responded to Security Council requirements for the establishment of the mine action capacity in Kosovo and Sierra Leone as well as assessment of the mine action situation in the Democratic Republic of the Congo. In 2000, it is anticipated that a mine action response will be required for Ethiopia, Eritrea, Western Sahara and Guinea-Bissau among other possible missions.

Workload statistics

103. The table below provides comparative workload indicators of the Division for the last five years.

Table 15
Scope of operations supported by the Field Administration and Logistics Division

	1995	*1996*	*1997*	*1998*	*1999*	*2000[a]*
Peak number of deployed troops	63 300	18 600	21 100	20 500	13 600	28 000
Peak number of military observers	2 180	2 000	1 800	1 200	1 260	1 500
Peak number of civilian police monitors	2 400	3 300	3 000	3 300	4 400	8 500
Peak number of civilian staff	8 400	4 100	6 300	6 400	9 300	12 900
Total budget of field missions supported by the Division (in millions of United States dollars)	**3 232.6**	**1 494.8**	**1 258.1**	**1 013.3**	**1 644.0**	**2 000.0**
Number of missions planned (both activated and not activated)	6	5	6	6	6	3
Number of missions in liquidation (in situ)	3	2	2	2	4	3
Number of missions in liquidation (at Headquarters)	4	4	5	7	9	10

[a] Projected.

Table 16
Personnel Management and Support Service

Pass activity	*1995*	*1996*	*1997*	*1998*	*1999*
Applications processed	4 613	5 284	4 833	2 971[a]	1 973[b]
Offers of appointment issued	729	605	718	686	1 947
Travel authorizations processed	3 748	2 835	2 646	1 864	3 051
Travel authorizations (in United States dollars)	22 946 057	15 818 765	16 154 491	11 663 480	22 488 548
Personnel actions approved	10 500	10 929	10 351	10 022	8 955
Separations of staff	624	533	506	560	589

[a] Current backlog exceeds 3,000.
[b] Current backlog can be estimated at 7,200 applications.

Resources

104. For the current period, the Office of Logistics Management and Mine Action has 232 posts funded from the support account as shown in table 17 below.

Table 17
Office of Logistics Management and Mine Action: posts funded from the support account

	Professional category and above	*General Service and related categories*
Office of the Assistant Secretary-General	1	2
Mine Action Service	2	1
Field Administration and Logistics Division	117	109

105. Of the 232 posts within the Division, the Field Administration and Logistics Division had 226 posts funded from the support account during the period from 1 July 1999 through 30 June 2000, as shown in table 18.

Table 18
Field Administration and Logistics Division: posts funded from the support account

	Professional category and above	*General Service and related categories*
Office of the Director	1	3
Logistics and Communication Service	70	42
Finance Management and Support Service	27	22
Personnel Management and Support Service	19	42

106. It is proposed that all 232 posts be retained for the period from 1 July 2000 to 30 June 2001.

4. Military and Civilian Police Division

Table 19
Posts

	Regular budget		*Temporary posts*				*Total*	
			Support account		*Other*			
	1999/00	*2000/01*	*1999/00*	*2000/01*	*1999/00*	*2000/01*	*1999/00*	*2000/01*
Professional category and above								
Under-Secretary-General	-	-	-	-	-	-	-	-
Assistant Secretary-General	-	-	-	-	-	-	-	-
D-2	1	1	-	-	-	-	1	1
D-1	-	-	2	2	-	-	2	2
P-5	1	1	3	3	-	-	4	4
P-4	-	-	32	30	-	-	32	30
P-3	-	-	3	4	-	-	3	4
P-2/P-1	-	-	-	-	-	-	-	-
Subtotal	**2**	**2**	**40**	**39**	**-**	**-**	**42**	**41**
General Service and related categories								
Principal level	-	-	-	-	-	-	-	-
Other level	2	2	11	12	-	-	13	14
Trades and crafts	-	-	-	-	-	-	-	-
Subtotal	**2**	**2**	**11**	**12**	**-**	**-**	**13**	**14**
Total	**4**	**4**	**51**	**51**	**-**	**-**	**55**	**55**

Functions

107. The Military and Civilian Police Division provides advice on all military and civilian police matters as and when required. Functions include preparing operational plans for the military and/or civilian police components of the missions, including contingency plans for potential, ongoing or closing peacekeeping missions; development of procedures and methods to be applied to concrete situations; tracking the daily operations of the military and civilian police components of the ongoing field missions; providing advice to the force headquarters; administration of rotations; replacements and repatriations of military and civilian police personnel deployed in the mission areas; maintaining the United Nations standby arrangements system, promoting and assisting the coordination of peacekeeping training activities of Member States; providing support (practical and conceptual) to training in order to enhance the readiness of Member States; and providing an immediate capacity to newly established missions with which to begin the mandate's implementation.

108. The Military and Civilian Police Division is headed by the Military Adviser and consists of the Office of the Military Adviser, the Military Planning Service, the Civilian Police Unit and the Training Unit.

Workload statistics

Table 20
Scope of operations supported by the Military and Civilian Police Division

	1994	*1995*	*1996*	*1997*	*1998*	*1999*	*2000[a]*
Missions supported by the Division (includes non-peacekeeping missions)	16	16	16	15	16	17	22
Deployed troops (peak number)	73 700	63 300	18 600	21 100	20 500	13 600	28 000
Military observers (peak number)	2 150	2 180	2 000	1 800	1 200	1 260	1 500
Civilian police (peak number)	1 950	2 400	3 300	3 000	3 300	4 400	8 500
Countries contributing troops, military observers and civilian police	77	76	69	71	77	88	
New missions established	2	4	3	4	3	4	
Missions closed	3	4	3	5	2	3	
Missions planned	3	6	5	6	6	6	
Changes to mission mandate (expansion/reduction)	3	2	1	1	1	8	
International commissions of inquiry	2	3	3	3	3	3	
Parties to the conflict	66	51	43	38	55	51	

[a] Projected.

Table 21
Quantifiable workload indicators

	1994	*1995*	*1996*	*1997*	*1998*	*1999*	*2000[a]*
Input to reports of the Secretary-General to the Security Council	79	79	65	59	70	61	90
Input to background notes for senior officials	-	-	1 070	1 180	1 316	1 277	1 700
Input to weekly updates on all peacekeeping operations to the Security Council	-	-	48	48	52	52	52
Monthly updates on military and civilian police contributions to all peacekeeping operations	12	12	12	12	12	12	12
Military and civilian police mission concept of operations and contingency plans	4	6	5	6	5	14	16
Guidance to troop and civilian police contributing countries	4	7	4	7	5	11	15
Participation in field survey missions and production of reports	4	7	4	7	4	10	15
Production of force commander's and civilian police commissioner's directives	4	7	4	7	5	11	15
Production of rules of engagement	4	7	4	7	4	4	4

	1994	1995	1996	1997	1998	1999	2000[a]
Input to memorandum of understanding for contingent-owned equipment					10	25	30
Input to mission liquidation directive	3	4	3	5	2	2	3
Input to mission budget preparation	2	4	3	4	3	3	3
Input to draft status of forces agreements					4	4	5
Training activities conducted by the Training Unit					16	10	16
Training Unit assistance to Member States' training/ seminars and exercises					30	10	30
Individual rotations processed					3 621	5 650	9 250
Formed unit rotations processed					56	76	80
Representation at troop contributors' meetings chaired by the Security Council	-	-	19	32	27	35	37
Representation at troop contributors' meetings chaired by the Department	-	-	38	42	52	62	70
Briefings to visitors and visiting groups					100	80	100
Input to task forces/working groups chaired by the Department	-	-	33	48	41	70	80

[a] Projected.

Resources

109. The current staff resources of the Military and Civilian Police Division total 51 posts, broken down as follows:

Table 22
Posts

	Professional category and above	General Service and related categories
Office of the Military Adviser	9	5
Military Planning Service	16	2
Rapidly deployable missions headquarters	2	-
Civilian Police Unit	9	2
Training Unit	4	2

110. With regard to the rapidly deployable mission headquarters, it is proposed that overall responsibility for the operation of the unit (renamed the Rapid Deployment Management Unit) be transferred to the Office of the Under-Secretary-General. Accordingly, two P-4 posts assigned to the former rapidly deployable mission headquarters would be redeployed from the Office of the Military and Civilian Police Division to the Office of the Under-Secretary-General as part of the transfer of functions to the Rapid Deployment Management Unit.

111. With regard to the Training Unit, limited staff resources have restricted the ability of the Unit to meet the training demands in support of peacekeeping activities. Participation in training seminars and exercises outside New York has been hampered by the lack of staff, as has the capacity to produce, edit, review and arrange for the translation of training material and other publications. The result has been an inability to adequately support and encourage overall readiness and participation by Member States in United Nations field missions.

112. During the period from 1 July 2000 to 30 June 2001, the Training Unit aims to recover a significant proportion of this lost capacity. The proposed work programme of the Training Unit includes action to reduce the backlog in the production of support material and an enhancement in training support to Member States peacekeeping readiness; an increase in training activities conducted by the Training Unit, as well as increased participation in training events conducted by Member States; the development of partnerships with regional organizations and the strengthening of links with regional and national training institutions.

113. To effectively execute the work of the Training Unit and enhance the training capacity of the Department of Peacekeeping Operations in support of field missions, additional staff resources for training are a priority requirement. Accordingly, it is proposed that the Training Unit be strengthened with the addition of one training officer (one P-3 post) and one publications assistant (General Service level post).

114. Taking into account the proposals outlined in paragraphs 110 to 113 above, for the period from 1 July 2000 to 30 June 2001, the Military and Civilian Police Division would have a total complement of 51 support account posts.

5. Department of Peacekeeping Operations: non-post requirements

115. **General temporary assistance**. A provision in the amount of $569,400 is required to provide the Department with temporary assistance of staff as follows:

(a) For staff on maternity leave or extended sick leave and to meet peak workload demands ($100,000);

(b) For a number of tasks within the Field Administration and Logistics Division amounting to 48 work-months at the Professional level as indicated below ($469,400).

116. **Personnel Management and Support Service**. Five work-months at the P-3 level in order to ensure the expeditious processing of the newly recruited staff members for UNMIK, UNTAET and UNAMSIL who would be deployed to the field in the coming months. It is expected that the number of such deployments would be over 1,200 by the third quarter of 2000. This temporary assistance would give the surge capacity to meet the tight deadlines in this respect.

117. **Logistics and Communication Service**. 43 work-months at the P-3 level are required in order to ensure processing of backlogs in the following areas:

(a) **Surface transport**. 18 work-months for the processing of letters of assist, the review of mission vehicle establishments, the development of operational support manual vehicle operations volume and the development of a training module for motor transport officers;

(b) **Aviation safety**. 6 work-months for the development of an automated vendor database and the review of vendor manuals in order to ensure compliance with established safety standards;

(c) **Movements control.** 6 work-months for the development of operational support manual movements control volume, development of a container control system and resolution of the outstanding letter of assist claims and billing disputes in the transportation area;

(d) **Air operations.** 9 work-months for the revision of the air support manual, the preparation of an annual aviation review programme, the development of a training module for air operations officers and the revision of the aviation quality assurance programme;

(e) **Engineering.** 4 work-months for the processing of Headquarters Committee on Contracts cases for construction of works at UNIFIL and the renovation of premises at UNMIBH and UNTAET, monitoring and verifying field missions' compliance to enter all engineering assets in the field asset control system database, the collection and analysis of field missions' utilities consumption data, rates and total expenditures, the resolution of a contractor's claim associated with the supply of installation of an 800-man camp for the United Nations Operation in Somalia (UNOSOM) and the organization and implementation of a seven-day generator mechanics' training workshop at the United Nations Logistics Base at Brindisi.

118. **Consultants and experts**. No provision is made under this heading.

119. **Overtime**. An amount of $120,000 is required to cover the costs of overtime, at maintenance level, which continues to be necessary to allow the Department to meet deadlines inherent in the nature of the work at Headquarters pertaining to backstopping of peacekeeping operations.

120. **Travel on official business**. An estimated provision of $120,000 is required for the travel of staff of the Department:

(a) To accompany the Secretary-General on official visits ($15,000);

(b) For field technical survey/assessment missions to non-mission areas in connection with potential operations ($40,000);

(c) To assist Member States in interviewing and testing potential additional or replacement officers prior to their deployment, in order to ensure that suitably qualified police officers are deployed to the field, which would obviate the expense of repatriation costs for unqualified officers ($25,000);

(d) To attend seminars and conferences, to visit troop-contributing countries and to visit non-mission areas for general logistical requirements ($30,000);

(e) In response to a request for staff of the Situation Centre to assist in the evaluation of OAU crisis management procedures ($10,000).

121. **Training Unit**. An estimated $389,000 is required to fund training activities carried out by the Department's Training Unit:

(a) **Train the trainers**. The United Nations training courses for military and civilian police national trainers on peacekeeping, human rights and humanitarian assistance are held jointly with the Centre for Human Rights, UNHCR and the

United Nations Staff College in Turin, Italy. Subsequent courses will be limited to one per year in Turin and another in a country willing to host the same, as a means of keeping knowledge of peacekeeping activities current and of offering refresher courses. New subject matters such as gender mainstreaming and a more comprehensive presentation on the acquired immunodeficiency syndrome (AIDS)/human immunodeficiency virus (HIV) introduced in the last course. Lecturers with peacekeeping experience as well as previous students of the course are being utilized to better prepare future trainers of national contingents that are to be deployed to peacekeeping missions;

(b) **United Nations training assistance team seminars**. The seminars, first introduced four years ago, have proved to be an effective means of having training advisers on standby, ready for deployment to any Member State in need of peacekeeping training assistance. There are currently 200 members of this team from over 100 Member States in all regions. Active membership, however, is limited to two years, during and after which courses will be conducted in each region to train new members. This will ensure the infusion of fresh knowledge and experience. Furthermore, as more and more countries express a desire to participate, either for the first time or in an increased capacity in peacekeeping missions, the need to conduct more courses in various regions has become imperative;

(c) **Simulation peacekeeping operations exercises**. Member States involved in simulation exercises, which are usually participated in by multinational contingents, frequently seek the assistance of the Training Unit in providing a programme syllabus, accreditation, lecturers and other participants to the event. This type of exercise provides hands-on experience with real-time scenarios of a peacekeeping environment being acted out by the participants. Positive feedback from peacekeepers who have benefited from this kind of exercises has increased the demand and a number of Member States have expressed the desire to host the exercises;

(d) **Peacekeeping operations workshops and training assistance to Member States**. Various national and regional peacekeeping training centres have worked in close cooperation with the Training Unit over the years and continue to conduct training courses on a regular basis. The Department of Peacekeeping Operations participation is essential to ensure the uniformity of content and standards, as well as to reiterate the United Nations commitment to enhancing the peacekeeping capacity of countries where it is requested;

(e) **Pre-mission training**. There is now a requirement to include training in cultural and gender sensitivity in future mission readiness training programmes. Adequate resources are necessary to conduct pre-deployment training tailored to particular missions, especially as new ones are under way. An example of a pre-mission training took place prior to the deployment of military liaison officers in connection with the peace process in the Democratic Republic of the Congo. Training should include information on local sensitivities;

(f) **Publications**. The Training Unit intends to translate all relevant publications into the official languages of the United Nations. Currently, a number of instructional texts are available but only in English and French, except for certain key documents that peacekeepers carry on their person, such as the United Nations Code of Conduct, which are available in all official United Nations languages. As in

previous years, orders for reprinting as well as printing of updated versions of training documents will continue as the need arises;

(g) **Planned activities** are as follows:

Description		*Amount (United States dollars)*
Ninth and tenth United Nations training assistance team seminar in North America and Africa		85 000
Ninth and tenth United Nations training course for military and civilian police national trainers on peacekeeping, human rights and humanitarian assistance organized by the Department of Peacekeeping Operations, the Centre for Human Rights, UNHCR and the United Nations Staff College at Turin.		80 000
Peacekeeping workshop in Asia		40 000
United Nations training assistance team:		
Assistance to national and regional training	79 000	
Assistance to multilateral and multidimensional exercises	30 000	109 000
Printing and translation of United Nations peacekeeping training publications		75 000
Total		**389 000**

122. **Rental of premises**. Resource requirements for the Peacekeeping Financing Division of the Office of Programme Planning, Budget and Accounts are centralized under the Department of Management.

123. **Rental of office equipment**. A provision of $72,000 is made for the rental of photocopy machines. The Department currently holds an inventory of 22 photocopy machines. It is proposed that rental costs in respect of nine existing photocopy machines at a unit cost of $8,000 per year be provided for during 2000/01.

124. **Communications**. An amount of $345,800 is proposed for communications links, including telephone, telefax and cable charges, between the Department and the field missions. The estimate is based on the standard rate of $1,300 per person per year for 266 persons. While it is proposed that the Department be provided with 351 posts funded from the support account, general operating expenses are based on the reduced figure of 266 posts. As in past practice, operating resource requirements for the remaining 85 support account posts are included within the respective provisions under the regular budget.

125. **Maintenance of office automation equipment**. Under the global maintenance contract negotiated by the Information Technology Services Division of the Office of Central Support Services for the maintenance of the electronic data-processing equipment a provision of $266,000 is made based on a cost of $1,000 per desktop, which includes the associated servers and networks, for 266 computers. In addition, provision is made for $53,200 in order to upgrade desktop software based on unit costs of $200 per computer.

126. **Supplies and materials**. Estimated requirements of $44,100 under this heading relate to office supplies based on the standard rate of $100 per person per

annum for 266 staff ($26,600) and for copy paper in respect of nine photocopying machines based on an average monthly cost of $162 per copier ($17,500). Recurring provision for subscriptions (major daily newspapers, weekly magazines and quarterly journals) and one-time costs for the acquisition of technical handbooks have been sought from the regular budget.

127. **Office furniture and equipment**. An amount of $30,000 is proposed under this heading. The Department currently occupies four floors of the United Nations Institute for Training and Research building, all of which are undergoing renovation. This provision is to enable the purchase of additional office furniture and equipment to enhance the utility of the renovated areas which will be, in the main, open-plan.

128. **Electronic data-processing equipment**. Provision is made for data-processing equipment as follows:

(a) Replacement of existing equipment ($164,500). As stated at paragraph 85 of the report of the Secretary-General containing support account proposals for the period from 1 July 1999 to 30 June 2000 (A/53/854/Add.1), it was projected that as none of the Department's desktop computers required upgrading over the current period and that the replacement programme should be implemented effective July 2000. It is estimated that the Department's electronic data-processing equipment has a useful life of four years and therefore 25 per cent should be replaced annually. Provision is therefore made for the replacement of 51 desktop computers and monitors ($76,500), 23 notebooks ($57,500) and 61 printers ($30,500);

(b) Additional requirements relating to an increase in posts for the period from 1 July 1999 to 30 June 2000 ($51,000). In its report of 10 December 1999 (A/54/661), the Advisory Committee on Administrative and Budgetary Questions noted that non-staffing requirements had not been requested for the additional 67 posts proposed by the Secretary-General in his report of 10 December 1999 (A/54/648). Accordingly, resources are now requested for 30 desktop computers and monitors ($45,000) and 12 printers ($6,000) to accommodate the additional staff in the Department of Peacekeeping Operations;

(c) Other electronic-data processing equipment ($97,500). Provision is requested to cover the cost of equipment that is not covered by the replacement programme, comprising one additional server ($30,000), two 12 port multi dial-in routers ($9,000) and 2 projectors ($8,500). Additional software is also required for storing and manipulating the Department's documents and image repository, for performing specific activities, including server back-up, notes server management, data migration tools, Visual Basic for front-ending to the reports server, enterprise software for integrating Microsoft Office products with data warehousing for use with powerful report-writing software and report-writing software, and software license upgrades, which include Visio, Install Shield Pro 2000, Chimney Sweep Pro and Microsoft Project ($50,000).

B. Department of Management

Table 23
Overall requirements
(United States dollars)

	Expenditures July 1998-June 1999	*Approved July 1999-June 2000*	*Proposed July 2000-June 2001*
Posts	8 097 800	7 547 800	7 936 100
General temporary assistance	299 600	182 500	616 100
Consultants	-	-	-
Overtime	34 000	17 000	27 000
Official travel	19 600	20 000	20 000
Training	-	-	-
Common services	1 312 300	1 601 000	1 886 500
Electronic data-processing equipment	-	-	-
Office furniture and equipment	-	-	-
Staff assessment	-	-	1 560 200
Gross resources	**9 763 300**	**9 368 300**	**12 045 900**
Income from staff assessment		-	(1 560 200)
Net resources	**9 763 300**	**9 368 300**	**10 485 700**
Total	**9 763 300**	**9 368 300**	**12 045 900**

Table 24
Overall staffing

	Regular budget		*Temporary posts*					
			Support account		*Other*		***Total***	
	1999/00	*2000/01*	*1999/00*	*2000/01*	*1999/00*	*2000/01*	*1999/00*	*2000/01*
Professional category and above								
Under-Secretary-General	-	-	-	-	-	-	-	-
Assistant Secretary-General	-	-	-	-	-	-	-	-
D-2	6	6	1	1	-	-	7	7
D-1	14	14	1	1	-	-	15	15
P-5	27	27	6	6	4	4	37	37
P-4	41	41	26	26	10	10	77	77
P-3	37	37	16	16	11	11	64	64
P-2/P-1	29	29	2	2	2	2	33	33
Subtotal	**154**	**154**	**52**	**52**	**27**	**27**	**233**	**233**

	Regular budget		Temporary posts: Support account		Temporary posts: Other		Total	
	1999/00	2000/01	1999/00	2000/01	1999/00	2000/01	1999/00	2000/01
General Service and related categories								
Principal level	33	33	1	1	13	13	47	47
Other level	317	317	44	44	75	75	436	436
Trades and crafts	99	99	-	-	4	4	103	103
Subtotal	**449**	**449**	**45**	**45**	**92**	**92**	**586**	**586**
Total	**603**	**603**	**97**	**97**	**119**	**119**	**819**	**819**

129. Within the Department of Management, the Contributions Service, the Treasury, the Office of Programme Planning, Budget and Accounts, the Office of Human Resources Management, and the Office for Central Support Services provide backstopping support to peacekeeping and other missions in such areas as finance, accounting, personnel and procurement.

1. Contributions Service

Table 25
Posts

	Regular budget		Temporary posts: Support account		Temporary posts: Other		Total	
	1999/00	2000/01	1999/00	2000/01	1999/00	2000/01	1999/00	2000/01
Professional category and above								
Under-Secretary-General	-	-	-	-	-	-	-	-
Assistant Secretary-General	-	-	-	-	-	-	-	-
D-2	-	-	-	-	-	-	-	-
D-1	1	1	-	-	-	-	1	1
P-5	-	-	-	-	-	-	-	-
P-4	-	-	1	1	-	-	1	1
P-3	-	-	-	-	1	1	1	1
P-2/P-1	1	1	-	-	-	-	1	1
Subtotal	**2**	**2**	**1**	**1**	**1**	**1**	**4**	**4**
General Service and related categories								
Principal level	-	-	-	-	-	-	-	-
Other level	4	4	1	1	-	-	5	5
Trades and crafts	-	-	-	-	-	-	-	-
Subtotal	**4**	**4**	**1**	**1**	**-**	**-**	**5**	**5**
Total	**6**	**6**	**2**	**2**	**1**	**1**	**9**	**9**

Functions

130. The Contributions Service is responsible for the calculation of the assessments for each Member State for peacekeeping operations; the calculation of credits to Member States from unencumbered balances under peacekeeping accounts; the issuance of assessment letters; the recording of pledges of voluntary contributions to peacekeeping operations; the receipt of contributions, whether assessed or voluntary, from Governments, the issuance of cash receipt vouchers and the recording of such contributions in IMIS for appropriate accounts; regular reporting on assessed contributions received, including 12 monthly reports on the status of contributions (ST/ADM/SER.B/.....series); 12 monthly lists of outstanding contributions in descending order; 24 bi-monthly summary reports on payments and outstanding contributions for the 15 major contributory; daily reports of assessed contributions received; the preparation of numerous ad hoc reports and responses to requests for information by the General Assembly, Member States, the Office of the Secretary-General, and other Secretariat units, as required; the preparation of reminder letters to Member States with outstanding contributions, and at year-end, of letters to those Member States likely to fall under Article 19 of the Charter of the United Nations in the following year; and assistance in the servicing of the Fifth Committee of the General Assembly on questions related to the financing of peacekeeping operations.

Workload statistics

Table 26
Assessments/credits issued

	1993	*1994*	*1995*	*1996*	*1997*	*1998*	*1999*
Regular budget	1	2	1	2		2	1
Non-Member States	1	1	1	1	1	1	1
Peacekeeping operations	26	44	36	37	50	66	56
Other funding	-	-	2	6	5	2	2
Total	**28**	**47**	**40**	**46**	**57**	**71**	**60**

Table 27
Breakdown of receipts issued from 1995 to 1999

	1995	*Percentage*	*1996*	*Percentage*	*1997*	*Percentage*	*1998*	*Percentage*	*1999*	*Percentage*
Regular budget	275	8.8	290	8.7	306	9.4	258	9.0	264	9.8
Peacekeeping operations	2 081	66.3	2 117	63.8	2 128	65.6	1 928	67.4	1 738	64.6
Other funding	784	24.9	912	27.5	812	25.0	676	23.6	688	25.6
Total	**3 140**		**3 319**		**3 246**		**2 862**		**2 690**	

131. These indicators confirm the continuing high level of activity by the Service in support of peacekeeping operations. With the recent establishment of new peacekeeping operations in Kosovo, East Timor and the Democratic Republic of the Congo, it is anticipated that the overall level of peacekeeping assessments will rise during the 12-month period commencing 1 July 2000.

Resources

132. The support account currently provides one P-4 and one General Service level post for the Contributions Service. Despite the proportion of the workload generated by activities in support of peacekeeping operations, no change is proposed in the number of support account posts currently authorized for this office.

2. Treasury

Table 28
Posts

	Regular budget		*Temporary posts*					
			Support account		*Other*		***Total***	
	1999/00	*2000/01*	*1999/00*	*2000/01*	*1999/00*	*2000/01*	*1999/00*	*2000/01*
Professional category and above								
Under-Secretary-General	-	-	-	-	-	-	-	-
Assistant Secretary-General	-	-	-	-	-	-	-	-
D-2	-	-	-	-	-	-	-	-
D-1	1	1	-	-	-	-	1	1
P-5	1	1	-	-	-	-	1	1
P-4	1	1	1	1	-	-	2	2
P-3	-	-	1	1	-	-	1	1
P-2/P-1	-	-	-	-	1	1	1	1
Subtotal	**3**	**3**	**2**	**2**	**1**	**1**	**6**	**6**
General Service and related categories								
Principal level	-	-	-	-	-	-	-	-
Other level	3	3	2	2	3	3	8	8
Trades and crafts	-	-	-	-	-	-	-	-
Subtotal	**3**	**3**	**2**	**2**	**3**	**3**	**8**	**8**
Total	**6**	**6**	**4**	**4**	**4**	**4**	**14**	**14**

Functions

133. The Treasury is responsible for the establishment, maintenance and closure of bank accounts, including changes in signatory panels; short-term investments of funds; effecting payments, whether by cheque or wire transfer; issuance and/or processing of cash receipts vouchers and cash vouchers; and competitive purchase of foreign exchange.

Resources

134. The Treasury has four posts funded under the support account: one P-4, one P-3 and two General Service level posts. No change is proposed for the period from 1 July 2000 to 30 June 2001.

3. Office of Programme Planning, Budget and Accounts

Table 29
Posts

	Regular budget		*Temporary posts*					
			Support account		*Other*		***Total***	
	1999/00	*2000/01*	*1999/00*	*2000/01*	*1999/00*	*2000/01*	*1999/00*	*2000/01*
Professional category and above								
Under-Secretary-General	-	-	-	-	-	-	-	-
Assistant Secretary-General	-	-	-	-	-	-	-	-
D-2	1	1	1	1	-	-	2	2
D-1	2	2	1	1	-	-	3	3
P-5	2	2	4	4	2	2	8	8
P-4	6	6	12	12	6	6	24	24
P-3	8	8	8	8	8	8	24	24
P-2/P-1	6	6	1	1	1	1	8	8
Subtotal	**25**	**25**	**27**	**27**	**17**	**17**	**69**	**69**
General Service and related categories								
Principal level	6	6	1	1	7	7	14	14
Other level	46	46	20	20	34	34	100	100
Trades and crafts	-	-	-	-	-	-	-	-
Subtotal	**52**	**52**	**21**	**21**	**41**	**41**	**114**	**114**
Total	**77**	**77**	**48**	**48**	**58**	**58**	**183**	**183**

135. The Office of Programme Planning, Budget and Accounts consists of the Office of the Controller and three divisions: the Peacekeeping Financing Division, the Accounts Division, the Programme Planning and Budget Division. The functions of Peacekeeping Financing Division and Accounts Division are described in detail below.

Peacekeeping Financing Division

Table 30
Posts

	Regular budget		Temporary posts: Support account		Temporary posts: Other		Total	
	1999/00	*2000/01*	*1999/00*	*2000/01*	*1999/00*	*2000/01*	*1999/00*	*2000/01*
Professional category and above								
Under-Secretary-General	-	-	-	-	-	-	-	-
Assistant Secretary-General	-	-	-	-	-	-	-	-
D-2	-	-	1	1	-	-	1	1
D-1	-	-	1	1	-	-	1	1
P-5	-	-	3	3	-	-	3	3
P-4	-	-	9	9	-	-	9	9
P-3	-	-	3	3	-	-	3	3
P-2/P-1	-	-	-	-	-	-	-	-
Subtotal	-	-	**17**	**17**	-	-	**17**	**17**
General Service and related categories								
Principal level	-	-	1	1	-	-	1	1
Other level	-	-	12	12	-	-	12	12
Trades and crafts	-	-	-	-	-	-	-	-
Subtotal	-	-	**13**	**13**	-	-	**13**	**13**
Total	-	-	**30**	**30**	-	-	**30**	**30**

Functions

136. The primary functions carried out by the Peacekeeping Financing Division can be categorized as follows:

(a) **Budget formulation**: to review and prepare the performance reports and proposed cost estimates for the financing of individual peacekeeping operations, including the disposal of peacekeeping assets; the support account for peacekeeping operations and the United Nations Logistics Base at Brindisi, rates of reimbursement to troop-contributing countries and the peacekeeping reserve fund; to review and verify data for the annual updating of the Standard Cost Manual for Peacekeeping Operations; and to prepare those sections of the reports of the Secretary-General to the Security Council dealing with financial aspects of the establishment of new peacekeeping operations and of extension or major changes in the mandates of existing missions;

(b) **Budgetary control and monitoring**: to issue allotments and staffing tables, monthly expenditure and post incumbency;

(c) **Financial control and monitoring**: to monitor cash levels of individual peacekeeping operations special accounts and projected cash flow requirements; to

determine the amounts payable to each troop-contributing Government; to authorize payments for troops and for claims for death and disability, letters of assist and contingent-owned equipment; and to monitor the peacekeeping reserve fund pursuant to the provisions of General Assembly resolution 49/233 A.

137. During 2000/01, the Division will in addition to performing its primary functions described above, address four priority issues described in paragraph 50 above.

Workload statistics

138. Table 31 provides historical data on output of the Division relating to peacekeeping operations:

Table 31
Output relating to peacekeeping operations

Activity	*1992*	*1993*	*1994*	*1995*	*1996*	*1997*	*1998*	*1999*
Reports								
Financing								
Security Council (financial implications)	12	23	34	35	29	34	33	41
General Assembly	25	30	53	54	50	54	56	42
Letters to the Advisory Committee on Administrative and Budgetary Questions	24	31	19	12	29	32	31	77
Legislative								
General Assembly	9	30	36	27	36	22	22	27
Fifth Committee	14	30	35	33	32	29	24	19
Administrative matters								
Allotment advices	177	245	404	330	237	277	263	273
Staffing table authorizations	24	99	109	92	82	81	59	32
Initiation of payments to Governments	119	126	350	486	226	475	683	334
Integrated Management Information System								
Transactions								
Finance	-	-	-	-	20 815	21 603	20 586	22 117
Post management	-	-	-	-	2 071	3 953	3 860	1 717[a]
Approvals								
Finance	-	-	-	-	5 546	6 563	6 216	5 508
Post management	-	-	-	-	-	-	84	418[a]

[a] Reflects implementation of multiple post management module.

Resources

139. Taking into account the abolition of two P-3 posts for the beginning of the current period from 1 July 1999 to 30 June 2000, the authorized staffing establishment for the Division is 30 posts, all exclusively funded from the support account: 17 posts at the Professional and higher levels and 13 General Service posts, including one at the Principal level. The Division comprises the office of the

Director, the Policy and Standardization Unit, the Africa Section, the Asia and Middle East Section and the Europe and Latin America Section. No change is proposed to the Division's staffing establishment for the period from 1 July 2000 to 30 June 2001 despite the increased workload arising from the new peacekeeping operations.

Accounts Division

Table 32
Posts

	Regular budget		*Temporary posts*					
			Support account		*Other*		*Total*	
	1999/00	*2000/01*	*1999/00*	*2000/01*	*1999/00*	*2000/01*	*1999/00*	*2000/01*
Professional category and above								
Under-Secretary-General	-	-	-	-	-	-	-	-
Assistant Secretary-General	-	-	-	-	-	-	-	-
D-2	1	1	-	-	-	-	1	1
D-1	2	2	-	-	-	-	2	2
P-5	2	2	1	1	2	2	5	5
P-4	6	6	3	3	6	6	15	15
P-3	8	8	5	5	8	8	21	21
P-2/P-1	6	6	1	1	1	1	8	8
Subtotal	**25**	**25**	**10**	**10**	**17**	**17**	**52**	**52**
General Service and related categories								
Principal level	6	6	-	-	7	7	13	13
Other level	46	46	8	8	34	34	88	88
Trades and crafts	-	-	-	-	-	-	-	-
Subtotal	**52**	**52**	**8**	**8**	**41**	**41**	**101**	**101**
Total	**77**	**77**	**18**	**18**	**58**	**58**	**153**	**153**

Functions

140. The backstopping support to peacekeeping operations as well as for regular budget and the extrabudgetary activities entails work in various Sections and Units of the Division. This Division maintains direct financial relationships with field offices, reviews and prepares vouchers for all cash remittance requests and imprest accounts, processes large numbers of inter-office vouchers, approves obligations at Headquarters for recording in the accounts and processes all reimbursements for troop costs and contingent-owned equipment to Member States. It reviews the accounts of each mission, prepares financial statements for each financial period; responds to audit queries and observations; and handles bank reconciliations for numerous individual bank accounts, as well as other transactions that must be processed in the accounting system. The Division also provides ongoing support to financial systems operations at Headquarters and in the field missions.

Peacekeeping Accounts Section

141. In order to provide focused attention to accounting matters related to peacekeeping, the Operational Accounts Section was reorganized into a Peacekeeping Accounts Section dealing exclusively on peacekeeping matters. The Section has three units organized by regions, Africa, Middle East, and Europe, Asia and the Americas.

142. The Peacekeeping Accounts Section is responsible for the following functions:

(a) Maintaining official accounts for all contributions received;

(b) Monitoring the cash positions of each mission;

(c) Reviewing and preparing vouchers for cash remittance requests and imprest accounts;

(d) Approving obligations at Headquarters for recording in the peacekeeping accounts;

(e) Reviewing the accounts for each mission and making recommendations for the treatment of unusual items;

(f) Preparing financial statements, schedules and working papers for each financial period;

(g) Processing government claims and reimbursements for troops and contingent-owned equipment;

(h) Responding to detailed audit queries on the accounts;

(i) Processing large volumes of inter-office vouchers and performing reconciliations;

(j) Providing support to the Field Administration and Logistics Division on accounting matters, including for missions in liquidation.

143. The Section has six Professional and three General Service posts funded from the support account.

Central Accounts Section

144. The Central Accounts Section is responsible for cash flow analyses and projections for all peacekeeping operations and for bank reconciliations. Of a total of 112 active bank accounts, 26 are maintained at Headquarters for peacekeeping operations. The Section has one Professional post and one General Service post funded from the support account.

Payroll Section

145. The Payroll Section provides various services to all international staff, including those peacekeeping staff members on mission from Headquarters, UNICEF, UNDP and the United Nations Population Fund (UNFPA). These include payment of salaries, salary advances, education grants and rental subsidies and pension fund reporting. The Section has one General Service post funded from the support account.

Accounts Payable Unit

146. The Accounts Payable Unit was created on 1 April 1996 with the transfer of invoice processing functions from the Procurement Division. This Unit has now been consolidated with the Travel and Reimbursement Unit. The work involves the processing of invoices and the settlement of claims of staff members travelling to and from peacekeeping missions. The Section has 1 Professional and 2 General Service posts funded from the support account.

Systems Support Section

147. The Systems Support Section provides technical support to the finance sections in various missions to support the field accounting system and for the Headquarters payroll and insurance applications that pay the international staff serving in the missions. The Section has two Professional posts funded from the support account.

Insurance, Claims and Compensation Section

148. The Insurance, Claims and Compensation Section administers the United Nations health and life insurance coverage for peacekeeping staff and the replacement staff for Headquarters staff on mission. The Section is also responsible for third-party coverage for vehicles, aircraft and other facilities utilized in connection with peacekeeping operations.

149. The secretariats of the United Nations Claims Board and the Advisory Board on Compensation Claims are also under the direct supervision of the Section. The Section has one General Service post funded from the support account.

Workload statistics

Table 33
Output relating to peacekeeping operations

	Output			
	1996	*1997*	*1998*	*1999*
Number of peacekeeping missions serviced	26	27	28	29
Financial statements and schedules prepared	106	110	114	143
Receivables processed	951	5 172	5 922	5 896
Journal vouchers processed	1 952	2 482	3 304	3 286
Remittance/Government claims processed	675	1 076	1 108	1 364
Troop payments processed	626	676	451	550
Peacekeeping obligations processed	-	-	1 621	1 073
Application of deposits	-	-	2 226	2 313
Inter-office vouchers processed	[a]	[a]	[a]	14 004

[a] Not available.

Table 34
Payroll: number of staff

	1999			2000		
	Headquarters	*Field*	*Total*	*Headquarters*	*Field*	*Total*
Peacekeeping missions staff	198	1 190	1 338	229	1 491	1 720
Peacekeeping support account staff	331	-	331	402	-	403
Total	**479**	**1 190**	**1 669**	**631**	**1 492**	**2 123**
Total staff processed	7 549	4 506	12 055	7 726	5 084	12 810
Percentage of peacekeeping staff	6	26	14	8	30	17

150. An estimated 20 per cent of the workload of the Travel Unit is related to peacekeeping and at peak times virtually all of the staff are involved in processing start-up mission arrangements and closing arrangements as applicable. The workload of payments processed is shown below:

Table 35
Travel Unit

	Output			
Activity	*1996*	*1997*	*1998*	*1999*
Payment requests	7 415	11 012	9 816	9 870
Travel claims	6 742	6 908	7 463	7 371

Resources

151. No change is proposed in respect of the 18 posts funded from the support account as indicated in table 32 above.

4. Office of Human Resources Management

Table 36
Posts

	Regular budget		Temporary posts: Support account		Temporary posts: Other		Total	
	1999/00	*2000/01*	*1999/00*	*2000/01*	*1999/00*	*2000/01*	*1999/00*	*2000/01*
Professional category and above								
Under-Secretary-General	-	-	-	-	-	-	-	-
Assistant Secretary-General	-	-	-	-	-	-	-	-
D-2	3	3	-	-	-	-	3	3
D-1	5	5	-	-	-	-	5	5
P-5	14	14	1	1	1	1	16	16
P-4	16	16	4	4	1	1	21	21
P-3	14	14	-	-	1	1	15	15
P-2/P-1	10	10	-	-	-	-	10	10
Subtotal	**62**	**62**	**5**	**5**	**3**	**3**	**70**	**70**
General Service and related categories								
Principal level	10	10	-	-	3	3	13	13
Other level	67	67	6	6	6	6	79	79
Trades and crafts	-	-	-	-	-	-	-	-
Subtotal	**77**	**77**	**6**	**6**	**9**	**9**	**92**	**92**
Total	**139**	**139**	**11**	**11**	**12**	**12**	**162**	**162**

Specialist Services Division

Table 37
Posts

	Regular budget		Temporary posts: Support account		Temporary posts: Other		Total	
	1999/00	*2000/01*	*1999/00*	*2000/01*	*1999/00*	*2000/01*	*1999/00*	*2000/01*
Professional category and above								
Under-Secretary-General	-	-	-	-	-	-	-	-
Assistant Secretary-General	-	-	-	-	-	-	-	-
D-2	1	1	-	-	-	-	1	1
D-1	2	2	-	-	-	-	2	2
P-5	6	6	-	-	-	-	6	6
P-4	7	7	2	2	1	1	10	10
P-3	6	6	-	-	-	-	6	6
P-2/P-1	7	7	-	-	-	-	7	7
Subtotal	**29**	**29**	**2**	**2**	**1**	**1**	**32**	**32**
General Service and related categories								
Principal level	3	3	-	-	-	-	3	3
Other level	26	26	1	1	-	-	27	27
Trades and crafts	-	-	-	-	-	-	-	-
Subtotal	**29**	**29**	**1**	**1**	**-**	**-**	**30**	**30**
Total	**58**	**58**	**3**	**3**	**1**	**1**	**62**	**62**

Functions

152. **Compensation and Classification Policy Unit and the Common System and Inter-Agency Policy Unit**. The functions of the Compensation and Classification Policy Unit and the Common System and Inter-Agency Policy Unit are to establish conditions of service for personnel serving in peacekeeping operations; to conduct comprehensive surveys at locations where there is an established or special peacekeeping mission as well as those locations where UNHCR is the designated agency; to represent the Office of Human Resources Management in both internal and common system-wide working groups dealing with policies on entitlements applicable to staff in field operations; to coordinate and preside over the Office of Human Resources Management/Field Administration and Logistics Division task force, which reviews such issues as mission subsistence allowance, compensatory time off and staff officer entitlements on missions and provides guidance on the implementation of the revised 300 series of appointments of limited duration.

153. The Units handle correspondence from the missions, the Department of Peacekeeping Operations and the Field Administration and Logistics Division and other interested parties on salary and allowance policies, individual exceptions to established provisions, review of classification of duty stations according to

conditions of life and work, mobility and hardship allowance and other matters related to the remuneration package applicable to mission personnel.

154. The Units handle whole-office classification reviews of posts in Professional, Field Service and General Service categories and the maintenance of classification system for the Department of Peacekeeping Operations in the context of its restructuring/expansion and for established peacekeeping missions. Consequently, they are also responsible for the appeals process against classification decisions. Furthermore, the Units continue to assist the Department of Peacekeeping Operations and the Field Administration and Logistics Division in developing standard templates of staff requirements for special missions. The Units also represent the Office of Human Resources Management in both internal common system-wide working groups dealing with policies on entitlements applicable to staff in field operations.

155. **Administrative Law Unit.** The functions of the Administrative Law Unit are to handle all requests for administrative reviews that are submitted by staff members as a preliminary step in the appeals process; to represent the Secretary-General before the Joint Appeals Board, orally and in writing, in respect of appeals cases; to handle all disciplinary matters brought to the Office of Human Resources Management at all stages, from determining whether or not to recommend that disciplinary charges be brought to preparing written and oral presentations on behalf of the Administration before the Joint Disciplinary Committee; and to respond to a large number of requests for legal advice on personnel matters from offices in the field.

156. The Unit also receives requests for legal advice from peacekeeping missions on a regular basis. This situation exists primarily because of the absence of legally trained officers in the field who could respond to inquiries related to principles of law in pending or possible appeals and disciplinary cases without recourse to the Unit.

Workload statistics

Table 38
Activities relating to peacekeeping operations

Activity	*1995*	*1996*	*1997*	*1998*	*1999*
Comprehensive surveys	3	5	6	7	8
Maintenance of scales	25	27	26	31	43
Mission subsistence allowance: mission surveys	4	6	7	6	10
Maintenance of mission subsistence allowance rates	38	50	40	43	62
Classification advices	82	97	98	113	122

Table 39
Cases relating to peacekeeping operations

	1995			1996			1997			1998			1999		
	Total	Peace-keeping operations	%	Total	Peace-keeping operations	%	Total	Peace-keeping operations	%	Total	Peace-keeping operations	%	Total	Peace-keeping operations	%
Disciplinary cases	168	62	37	156	69	44	138	59	43	34	7	21	82	27	33
Appeals	339	92	27	129	66	51	90	30	33	53	3	6	115	26	22
Requests for review	-	-	-	-	-	-	306	74	26	248	80	33	150	17	11

Resources

157. The Specialist Services Division currently has three posts (two P-4 posts and one General Service level post) funded under the support account. One P-4 post and one General Service post are assigned to the Compensation and Classification Policy Unit and the Common System and Inter-Agency Policy Unit. One P-4 post is assigned to the Administrative Law Unit. It is proposed that these posts be maintained in the new period.

Operational Services Division

Table 40
Posts

	Regular budget		Temporary posts: Support account		Temporary posts: Other		Total	
	1999/00	2000/01	1999/00	2000/01	1999/00	2000/01	1999/00	2000/01
Professional category and above								
Under-Secretary-General	-	-	-	-	-	-	-	-
Assistant Secretary-General	-	-	-	-	-	-	-	-
D-2	1	1	-	-	-	-	1	1
D-1	2	2	-	-	-	-	2	2
P-5	7	7	-	-	-	-	7	7
P-4	9	9	1	1	-	-	10	10
P-3	7	7	-	-	1	1	8	8
P-2/P-1	3	3	-	-	-	-	3	3
Subtotal	**29**	**29**	**1**	**1**	**1**	**1**	**31**	**31**
General Service and related categories								
Principal level	5	5	-	-	-	-	5	5
Other level	34	34	3	3	-	-	37	37
Trades and crafts	-	-	-	-	-	-	-	-
Subtotal	**39**	**39**	**3**	**3**	**-**	**-**	**42**	**42**
Total	**68**	**68**	**4**	**4**	**1**	**1**	**73**	**73**

158. The Operational Services Division is divided into specific clusters. Cluster VI deals with the administrative aspects of human resources management in support of peacekeeping and other special missions. Its functions are to provide support and guidance to the Department of Peacekeeping Operations on all aspects of recruitment, appointment and placement; on the administration of benefits and allowances; on the interpretation of administrative rules and procedures; on the termination of staff; and on the monitoring of compliance by the Department of Peacekeeping Operations and the Field Administration and Logistics Division with the Staff Rules and Regulations, as well as with delegated human resource management functions.

Resources

159. The support account currently provides one P-4 post and three General Service posts to the Operational Services Division. It is proposed that the four posts be retained for the period from 1 July 2000 to 30 June 2001.

Medical Services Division

Table 41
Posts

	Regular budget		*Temporary posts*				**Total**	
			Support account		*Other*			
	1999/00	*2000/01*	*1999/00*	*2000/01*	*1999/00*	*2000/01*	*1999/00*	*2000/01*
Professional category and above								
Under-Secretary-General	-	-	-	-	-	-	-	-
Assistant Secretary-General	-	-	-	-	-	-	-	-
D-2	1	1	-	-	-	-	1	1
D-1	1	1	-	-	-	-	1	1
P-5	1	1	1	1	1	1	3	3
P-4	-	-	1	1	-	-	1	1
P-3	1	1	-	-	-	-	1	1
P-2/P-1	-	-	-	-	-	-	-	-
Subtotal	**4**	**4**	**2**	**2**	**1**	**1**	**7**	**7**
General Service and related categories								
Principal level	2	2	-	-	3	3	5	5
Other level	7	7	2	2	6	6	15	15
Trades and crafts	-	-	-	-	-	-	-	-
Subtotal	**9**	**9**	**2**	**2**	**9**	**9**	**20**	**20**
Total	**13**	**13**	**4**	**4**	**10**	**10**	**27**	**27**

Functions

160. The functions of the Medical Services Division are to establish medical standards and medical policies and procedures and to provide services to staff at Headquarters as well as to those in all peacekeeping missions, including its military component. Providing medical support to peacekeeping operations is an integral part of the day-to-day functions of the Division.

161. Functions include providing advice and assistance for medical evacuations/repatriations of United Nations staff, military observers, civilian police and troops; determining fitness for mission assignment of the civilian component; and the certification of sick leave. The Division also undertakes on-site assessment of the medical environment in peacekeeping missions; actively participates in updating the medical standards and guidelines used in providing medical support; provides medical briefings for mission-readiness workshops; performs medical exams for personnel departing for peacekeeping mission assignments; and provides medical clearance for the Field Administration and Logistics Division. In addition, the Medical Services Division assists with the planning and budgeting of medical support for new peacekeeping missions, identifies the level of medical units and medical personnel required for the new and ongoing peacekeeping missions and ensures that this support is provided by troop-contributing countries. Another major responsibility of the Division involves verification of claims submitted to the Department of Peacekeeping Operations by troop-contributing countries to determine whether injuries are service-incurred. The Division also reviews claims for reimbursement of medical bills, claims for death and disability, and justification for air ambulance and medical evacuation expenditures.

Workload statistics

Table 42
Activities

Indicators	1994		1995		1996		1997		1998		1999	
	Total	Peace-keeping operations	Total	Peace-keeping operations	Total	Peace-keeping operations	Total	Peace-keeping operations	Total	Peace-keeping operations	Total	Peace-keeping operations
In-house medical exams	3 783	832	3 919	473	3 146	900	3 041	707	2 725	636	3 541	543
Overseas exams received	25 822	12 395	14 972	9 749	14 841	10 177	13 688	7 098	12 164	5 425	10 548	5 026
X-rays received/ performed	16 451	8 225	13 806	6 709	13 227	6 662	10 893	4 450	8 316	2 876	9 329	2 448
Nursing care provided	55 672	5 849	51 349	1 410	18 406	480	25 622	860	23 717	1 634	25 409	3 310
Immunizations provided	7 076	2 972	3 373	1 025	2 762	453	3 021	924	2 062	540	2 413	1 220
Sick leave certified	16 402	1 507	19 261	1 543	12 179	1 735	11 102	2 667	10 561	2 385	19 425	2 815
Medical evacuations processed	878	298	1 229	407	1 653	422	1 246	406	10 561	339	1 425	307
Medical compensation cases reviewed through the Advisory Board on Compensation Claims	501	165	224	87	460	189	425	184	953	231	531	168
Death and disability claims and medical bills from troop-contributing countries reviewed and verified	[a]	[a]	[a]	[a]	196	196	700	700	642	642	733	733

[a] Not available.

Resources

162. Four support account posts are currently provided to the Medical Services Division: one P-5 (Medical Officer), one P-4 (Medical Officer) and two General Service level posts (nurses). It is proposed that these posts be maintained.

Office of Central Support Services

Table 43
Posts

	Regular budget		Temporary posts: Support account		Temporary posts: Other		Total	
	1999/00	*2000/01*	*1999/00*	*2000/01*	*1999/00*	*2000/01*	*1999/00*	*2000/01*
Professional category and above								
Under-Secretary-General	-	-	-	-	-	-	-	-
Assistant Secretary-General	-	-	-	-	-	-	-	-
D-2	2	2	-	-	-	-	2	2
D-1	5	5	-	-	-	-	5	5
P-5	10	10	1	1	1	1	12	12
P-4	18	18	8	8	3	3	29	29
P-3	15	15	7	7	1	1	23	23
P-2/P-1	12	12	1	1	-	-	13	13
Subtotal	**62**	**62**	**17**	**17**	**5**	**5**	**84**	**84**
General Service and related categories								
Principal level	17	17	-	-	3	3	20	20
Other level	197	197	15	15	32	32	244	244
Trades and crafts	99	99	-	-	4	4	103	103
Subtotal	**313**	**313**	**15**	**15**	**39**	**39**	**367**	**367**
Total	**375**	**375**	**32**	**32**	**44**	**44**	**451**	**451**

Facilities Management Division: Mail Operations Section

Table 44
Posts

	Regular budget		Temporary posts: Support account		Temporary posts: Other		Total	
	1999/00	2000/01	1999/00	2000/01	1999/00	2000/01	1999/00	2000/01
Professional category and above								
Under-Secretary-General	-	-	-	-	-	-	-	-
Assistant Secretary-General	-	-	-	-	-	-	-	-
D-2	1	1	-	-	-	-	1	1
D-1	1	1	-	-	-	-	1	1
P-5	2	2	-	-	-	-	2	2
P-4	5	5	-	-	-	-	5	5
P-3	2	2	-	-	-	-	2	2
P-2/P-1	4	4	-	-	-	-	4	4
Subtotal	**15**	**15**	-	-	-	-	**15**	**15**
General Service and related categories								
Principal level	5	5	-	-	1	1	6	6
Other level	102	102	1	1	12	12	115	115
Trades and crafts	77	77	-	-	-	-	77	77
Subtotal	**184**	**184**	**1**	**1**	**13**	**13**	**198**	**198**
Total	**199**	**199**	**1**	**1**	**13**	**13**	**213**	**213**

Functions

163. The Facilities Management Division is responsible for the planning, management, alterations, improvements, maintenance and operation for all existing leased and owned premises and their infrastructure at Headquarters. The Division is also responsible for mail operations, which provides services relating to transmitting official correspondence and material through the worldwide pouch and postal service and the messenger service within the Headquarters complex.

Workload statistics

Table 45

A. Outgoing pouch

	1992	*1993*	*1994*	*1995*	*1996*	*1997*	*1998*	*1999*
Total volume (pounds)	2 195 784	2 042 302	2 118 566	2 080 809	1 659 184	1 590 773	1 707 625	1 538 591
Department of Peacekeeping Operations/ Field Administration and Logistics Division volume (pounds)	410 617	366 031	258 691	241 176	147 761	114 339	100 800	113 769
Department of Peacekeeping Operations volume (percentage of total)	18.7	17.9	12.2	11.6	8.9	7.2	5.9	7.4

B. Incoming pouch

	1996	*1997*	*1998*	*1999*
Total volume (pounds)	605 515	621 283	648 652	654 540
Department of Peacekeeping Operations/ Field Administration and Logistics Division volume (pounds)	50 291	45 272	46 661	41 627
Department of Peacekeeping Operations volume (percentage of total)	8.3	7.3	7.2	6.4

Resources

164. The support account currently provides one General Service post to the Mail Operations Section to assist the Section in accomplishing its work. It is proposed that the post be retained for the period from 1 July 2000 to 30 June 2001.

Information Technology Services Division

Table 46
Posts

	Regular budget		Temporary posts: Support account		Temporary posts: Other		Total	
	1999/00	*2000/01*	*1999/00*	*2000/01*	*1999/00*	*2000/01*	*1999/00*	*2000/01*
Professional category and above								
Under-Secretary-General	-	-	-	-	-	-	-	-
Assistant Secretary-General	-	-	-	-	-	-	-	-
D-2	1	1	-	-	-	-	1	1
D-1	3	3	-	-	-	-	3	3
P-5	6	6	-	-	-	-	6	6
P-4	9	9	-	-	2	2	11	11
P-3	9	9	-	-	-	-	9	9
P-2/P-1	5	5	1	1	-	-	6	6
Subtotal	**33**	**33**	**1**	**1**	**2**	**2**	**36**	**36**
General Service and related categories								
Principal level	10	10	-	-	2	2	12	12
Other level	49	49	-	-	9	9	58	58
Trades and crafts	1	1	-	-	-	-	1	1
Subtotal	**60**	**60**	**-**	**-**	**11**	**11**	**71**	**71**
Total	**93**	**93**	**1**	**1**	**13**	**13**	**107**	**107**

Functions

165. The Telecommunication Service of the Information Technology Services Division is responsible for providing communication support to global peacekeeping operations through the planning, engineering, design and installation of new satellite links and the configuration of associated equipment at the Headquarters earth station and the Network Control Centre. The support of peacekeeping communications requirements is an important task of the United Nations global satellite system.

Workload statistics

Table 47
United Nations Global Network Operations

	1995	*1996*	*1997*	*1998*	*1999*
Satellite links	21	31	34	34	38
Leased lines	8	9	8	8	8
Service channels	299	417	463	489	520
International Telecommunications Satellite Organization (INTELSAT) transponders	6	8	8	7	8

Resources

166. One P-2 post is funded from the support account and is assigned to the Wide Area Network Unit of the Telecommunication Service. In addition to the regular functions of the Service, the Wide Area Network Unit provides 24-hour operation and maintenance of telecommunications services between the Secretariat, peacekeeping operations and United Nations offices away from Headquarters.

167. It is proposed that the P-2 post be retained for the period from 1 July 2000 to 30 June 2001.

Procurement Division

Table 48
Posts

	Regular budget		Temporary posts: Support account		Temporary posts: Other		Total	
	1999/00	2000/01	1999/00	2000/01	1999/00	2000/01	1999/00	2000/01
Professional category and above								
Under-Secretary-General	-	-	-	-	-	-	-	-
Assistant Secretary-General	-	-	-	-	-	-	-	-
D-2	-	-	-	-	-	-	-	-
D-1	1	1	-	-	-	-	1	1
P-5	1	1	1	1	1	1	3	3
P-4	2	2	8	8	1	1	11	11
P-3	4	4	7	7	1	1	12	12
P-2/P-1	3	3	-	-	-	-	3	3
Subtotal	**11**	**11**	**16**	**16**	**3**	**3**	**30**	**30**
General Service and related categories								
Principal level	-	-	-	-	-	-	-	-
Other level	26	26	12	12	8	8	46	46
Trades and crafts	-	-	-	-	-	-	-	-
Subtotal	**26**	**26**	**12**	**12**	**8**	**8**	**46**	**46**
Total	**37**	**37**	**28**	**28**	**11**	**11**	**76**	**76**

Functions

168. The Procurement Division is responsible for the negotiation, preparation, execution and administration of contracts for the procurement of supplies, equipment, contractual services (including sea and air movements of goods and troops), external printing and binding services and presentation of cases to the Headquarters Committee on Contracts; the development and maintenance of a computerized roster of vendors and completed purchase orders; the preparation and reporting of all procurement and workload statistics; and the processing and expediting of acquisitions, bids, requests for proposals, purchase orders and invoices.

169. The Procurement Division is the focal point of the Organization for the acquisition of a broad range of goods and services required by peacekeeping operations and other field missions. The Division supports the peacekeeping operations by conducting the procurement of technically complicated requirements such as aircraft charter services, food rations, logistical support services and those goods and services that cannot be procured locally. The Field Administration and Logistics Division provides the Division with specifications to solicit bids and proposals and, upon receipt of bids and proposals, conducts technical evaluations,

while the Procurement Division is responsible for commercial evaluation, making recommendation for the award of contracts to the Headquarters Committee on Contracts, if applicable, formulating contracts, in consultation with the General Legal Division, and ultimately for awarding contracts. The division of responsibilities between the Field Administration and Logistics Division and the Procurement Division is in place to maintain financial integrity by preserving checks and balances within the system.

170. The Procurement Division also arranges transportation and insurance of goods to the missions from the places where those goods are procured and occasionally from mission to mission. For those goods procured by the Division and shipped by the contracted freight forwarder, the Division is also entrusted with recording the receipt information and inspecting the goods received in the IMIS system based on the shipping documents to allow the Accounts Division to commence processing payments to suppliers.

171. With respect to local procurement, the Procurement Division is responsible for the formulation of policies and procedures pertaining to worldwide and local procurement. While the missions have been granted the delegation of authority to conduct procurement globally up to the established ceiling amount, the Division reviews any proposed procurement exercises by the missions for which costs are estimated to exceed the established amount of delegation, to determine whether such procurement should be conducted by the missions or the Division. Should such procurement be conducted by the missions and require advice of the Headquarters Committee on Contracts and approval by the Assistant Secretary-General for Central Support Services, the Division is also mandated to review the case presented by the missions to local committees on contracts, prior to submission to the Headquarters Committee on Contracts through the Field Administration and Logistics Division.

172. The Procurement Division also conducts market surveys from time to time to collect market information for the Field Administration and Logistics Division and provides the mission personnel selected to serve as procurement officers with the on-the-job procurement training.

Workload statistics

Table 49
Activities

	1994	*1995*	*1996*	*1997*	*1998*	*1999*[b]
Number of purchase orders	5 047	4 517	2 841	3 723	3 412	3 143
Total procurement volume[a]	$491.5	$399.7	$181.5	$309.5	$318.0	$329
Number of contracts	367	397	256	246	226	210
Number of audit reports/management letters answered by Procurement Division	14	24	64	71	46	59
Number of cases to Headquarters Committee on Contracts (includes local committees on contracts)	789	698	439	351	330	292
Value of cases to Headquarters Committee on Contracts (includes local committees on contracts)[a]	$730.6	$890.2	$479	$367.1	$410.5	$521.5
Value of cases reviewed by the Procurement Division submitted to Headquarters Committee on Contracts[a]	$195.7	$307.7	$138.5	$61.6	$67.2	$50.0
Local committees on contracts' cases under delegation of authority of Procurement Division[a]	[c]	[c]	$21.6	$28.9	-	-
Number of institutional contract agreements	72	97	115	166	205	205
Number of requisitions	[c]	4 828	3 651	3 264	3 428	3 676
Number of vendors registered	[d]	[d]	2 240	3 424	4 111	4 540

[a] In millions of United States dollars.
[b] Provisional data.
[c] Not available.
[d] The supplier information programme commenced in January 1996.

Resources

173. At present, the Procurement Division has 28 posts funded from the support account: including 2 P-3 posts and 1 General Service level post approved by the General Assembly in December 1999 in connection with the increased backstopping requirements required by the establishment of new missions in Kosovo and East Timor and the expansion of operations in Sierra Leone. Posts comprise 1 P-5 post (senior procurement officer); 8 P-4 (procurement officers); 7 P-3 posts (procurement officers); and 12 General Service level posts (procurement assistants/secretary).

174. Given the recent expansion in peacekeeping operations and projected developments for the next 12-month period, it is proposed that the staffing of the Procurement Division be maintained for the period from 1 July 2000 to 30 June 2001.

Travel and Transportation Service

Table 50
Posts

	Regular budget		Temporary posts: Support account		Temporary posts: Other		Total	
	1999/00	*2000/01*	*1999/00*	*2000/01*	*1999/00*	*2000/01*	*1999/00*	*2000/01*
Professional category and above								
Under-Secretary-General	-	-	-	-	-	-	-	-
Assistant Secretary-General	-	-	-	-	-	-	-	-
D-2	-	-	-	-	-	-	-	-
D-1	-	-	-	-	-	-	-	-
P-5	1	1	-	-	-	-	1	1
P-4	2	2	-	-	-	-	2	2
P-3	-	-	-	-	-	-	-	-
P-2/P-1	-	-	-	-	-	-	-	-
Subtotal	**3**	**3**	**-**	**-**	**-**	**-**	**3**	**3**
General Service and related categories								
Principal level	2	2	-	-	-	-	2	2
Other level	20	20	2	2	3	3	25	25
Trades and crafts	21	21	-	-	4	4	25	25
Subtotal	**43**	**43**	**2**	**2**	**7**	**7**	**52**	**52**
Total	**46**	**46**	**2**	**2**	**7**	**7**	**55**	**55**

Functions

175. The Travel and Transportation Service performs a multitude of activities in direct support of peacekeeping operations.

176. The functions of the Travel Section include: processing all travel requests originating in New York for peacekeeping personnel; negotiating special airfares for the movement of groups of peacekeeping personnel, together with the most favourable rates for excess accompanied shipments; arranging for visas for Department of Peacekeeping Operations civilian personnel and military observers travelling from New York to the various peacekeeping missions; issuing travel documents, including United Nations laissez-passer, duplicate laissez-passer and United Nations certificates and family certificates required by the Department of Peacekeeping Operations for its personnel in the field and their families; arranging for host country residency permits (G-4 visas) for staff returning from missions; all host country reporting relating to the movement of staff to peacekeeping missions and their return; responding to travel-related inquiries from the field and the Field Administration and Logistics Division; providing airfare estimates for budgetary purposes for the Department of Peacekeeping Operations at Headquarters and in field missions; and handling the delegation of authority for the administration of United Nations laissez-passer in the field.

177. The functions of the Transportation Operations Section include: processing of all outgoing and incoming shipments of household goods and personal effects for staff going to and from peacekeeping missions; arranging for most shipments between peacekeeping missions; providing insurance coverage for all shipments between peacekeeping missions and Headquarters; assisting in emergencies such as the return of the remains of staff who have died while serving in the field; and the ordering of stationery supplies.

Table 51
Activities

Activity	1995			1996			1997			1998			1999		
	Total activity	*Support activity*	*Percentage*	*Total activity*	*Support activity*	*Percentage*	*Total activity*	*Support activity*	*Percentage*	*Total activity*	*Support activity*	*Percentage*	*Total activity*	*Support activity*	*Percentage*
Travel Section															
Travel authorizations	18 347	4 344	24	14 664	2 996	20	16 833	3 175	19	17 339	2 888	17	17 830	4 296	24
Passport/visa transactions	6 841	651	10	6 063	360	6	6 452	487	8	6 528	412	6	7 097	367	5
Laissez-passer/certificates	19 055	5 214	27	17 061	3 823	22	18 892	4 288	23	14 961	2 637	18	14 234	2 123	15
Total	**44 243**	**10 209**	**23**	**37 788**	**7 179**	**19**	**42 177**	**7 950**	**19**	**38 828**	**5 937**	**15**	**39 161**	**6 786**	**17**
Transportation Operations Section															
Export shipments	753	214	28	729	165	22	635	118	19	202	72	36	757	212	28
Import shipments	323	121	37	319	89	27	253	96	38	87	71	82	453	51	11
Over-to-over shipments	277	23	8	294	11	3	264	11	4	278	27	10	3 043	870	29
Insurance claims	283	12	4	265	5	2	266	83	31	633	107	17	240	50	21
Stationery	-	-	-	-	-	-	-	-	-	-	-	-	4 540	458	10
Total	**1 636**	**370**	**23**	**1 607**	**270**	**17**	**1 418**	**308**	**22**	**1 200**	**277**	**23**	**9 033**	**1 637**	**18**

Resources

178. The Travel and Transportation Service currently has 2 General Service level posts funded under the peacekeeping support account. It is proposed that the current number of posts for the Service be maintained for the period from 1 July 2000 to 30 June 2001.

6. Department of Management: non-post resources

179. **General temporary assistance.** It is proposed that total requirements of $616,100 be provided under this heading. Of this amount, $417,100 (equivalent to one P-4 post and four General Service level posts) would provide temporary assistance to the Accounts Division to meet surge requirements in the Peacekeeping Accounts Section resulting from expansion of operations, particularly the establishment of new missions in Kosovo, East Timor and the Democratic Republic of the Congo. There is an additional need for temporary assistance for the next 12-month period to deal with the existing backlog of claims relating to incidents of death and disability. Provision of temporary assistance funds in the amount of $143,000 (equivalent to one P-4 post) would be utilized by the Medical Services Division of the Office of Human Resources Management. The remaining $56,000 represents maintenance of resources to cover periods of maternity leave, extended sick leave and peak workload for the Department.

180. **Overtime.** An amount of $27,000 is required to cover overtime costs to allow the Peacekeeping Financing Division ($2,000), Accounts Division ($15,000) and the Procurement Division ($10,000) to meet deadlines inherent to the nature of work at Headquarters pertaining to backstopping required by peacekeeping operations.

181. **Travel.** It is requested that an amount of $20,000 be maintained for the period from 1 July 2000 to 30 June 2001 for travel of staff from the Peacekeeping Financing Division to mission areas.

182. **Rental of premises.** Provision is made in the amount of $1,752,900 for the rental of premises based on 2000/01 standard common services costs.

183. **Rental of office equipment.** Provision of $20,600 is made for the rental of photocopying machines and paper.

184. **Communications.** Provision of $60,000 made for telephone rental and local telephone charges.

185. **Maintenance of office equipment.** Provision of $40,000 is requested for computer maintenance of 40 computers at standard cost rates of $1,000 per computer, including printer, central management software distribution and local area network services.

186. **Supplies and materials.** A total of $13,000 is requested under this heading for office supplies.

C. Office of the United Nations Security Coordinator

Table 52
Overall requirements
(United States dollars)

	Expenditures July 1998-June 1999	*Approved July 1999-June 2000*	*Proposed July 2000-June 2001*
Posts	109 600	255 100	384 000
General temporary assistance	-	-	-
Consultants	-	-	-
Overtime	-	-	-
Official travel	-	-	-
Training	-	-	-
Common services	-	8 700	21 600
Electronic data-processing equipment	-	1 800	7 100
Office furniture and equipment	-	-	-
Staff assessment	-	-	68 000
Gross resources	**109 600**	**265 600**	**480 700**
Income from staff assessment		-	(68 000)
Net resources	**109 600**	**265 600**	**412 700**
Total	**109 600**	**265 600**	**480 700**

Table 53
Overall staffing

	Regular budget		Temporary posts: Support account		Temporary posts: Other		Total	
	1999/00	*2000/01*	*1999/00*	*2000/01*	*1999/00*	*2000/01*	*1999/00*	*2000/01*
Professional category and above								
Under-Secretary-General	-	-	-	-	-	-	-	-
Assistant Secretary-General	-	-	-	-	-	-	-	-
D-2	-	-	-	-	-	-	-	-
D-1	1	1	-	-	-	-	1	1
P-5	-	-	1	1	1	1	2	2
P-4	-	-	2	2	2	2	4	4
P-3	1	1	-	-	-	-	1	1
P-2/P-1	-	-	-	-	-	-	-	-
Subtotal	**2**	**2**	**3**	**3**	**3**	**3**	**8**	**8**
General Service and related categories								
Principal level	-	-	-	-	-	-	-	-
Other level	2	2	-	-	2	2	4	4
Trades and crafts	-	-	-	-	-	-	-	-
Subtotal	**2**	**2**	**-**	**-**	**2**	**2**	**4**	**4**
Total	**4**	**4**	**3**	**3**	**5**	**5**	**12**	**12**

187. The United Nations Security Coordinator acts on behalf of the Secretary-General to ensure a coherent response by the United Nations system to any emergency situation and is responsible for all policy/procedural matters related to security as well as for the coordination of all activities of the United Nations and its specialized agencies regarding the safety and security of staff at all field locations.

188. In respect of peacekeeping operations, the functions of the Office are: to monitor and assess the situation at those duty stations where there is a peacekeeping mission; to coordinate and plan security/safety for civilian staff at peacekeeping missions; to collect and analyse security information with a view to forecasting areas where security might be a problem; to make recommendations to the United Nations Security Coordinator regarding policies and procedures related to security of civilian staff of peacekeeping missions; to undertake security assessment missions to the field to evaluate security measures for the safeguarding of civilian personnel of peacekeeping missions and to make appropriate recommendations and arrangements thereof; to travel, as required, to peacekeeping mission areas to provide emergency on-the-spot crisis management assistance; to undertake pre-deployment briefings and training for civilian staff of peacekeeping missions; to undertake briefings and the security training of security officers assigned to peacekeeping missions; and to coordinate on a daily basis with the relevant offices in the Department of Peacekeeping Operations.

Workload statistics

Table 54
Activities

Activity	Output			
	1997/98	1998/99	1999/00	2000/01[a]
Monitor on a close and continuous basis the prevailing level of security for each peacekeeping mission	daily	daily	daily	daily
Continuously assess the level of security planning and preparedness in order to ensure the viability of a specific detailed security plan at each peacekeeping mission	17	16	15	21
Collect, interpret and disseminate information regarding potential threats to security of civilian personnel at peacekeeping missions	daily	daily	daily	daily
Provide staff responsible for security at peacekeeping missions with advice and guidance regarding the management of security problems	daily	daily	daily	daily
Brief staff prior to their assignment to their duty station	210	200	200	200
Monitor on a close and continuous basis the prevailing level of security for each peacekeeping mission	daily	daily	daily	daily
Brief all chiefs of security at peacekeeping missions	7	7	7	7
Instruct and advise the chiefs of security at peacekeeping missions	ongoing	ongoing	ongoing	ongoing
Coordinate with relevant officers in the Department of Peacekeeping Operations regarding security in the field	daily	daily	daily	daily
Undertake security-related evaluation missions to appraise specific aspects of security on-site	5	5	5	10
Coordinate all issues and actions required in cases of hostage-taking/kidnapping of civilian personnel of peacekeeping missions				
Organize and present security-related training programmes and seminars	5	7	4+	4+

[a] Projected.

Resources

189. Three posts are currently funded by the support account in the Office of the United Nations Security Coordinator: one P-5 post (senior security coordination officer) and two P-4 posts (security coordination officer and stress counsellor). The P-5 post and one P-4 post were approved by the General Assembly on 23 December 1999 (resolution 54/243) in connection with the increased security requirements resulting from the surge in peacekeeping activity associated with the establishment

of new missions in Kosovo and East Timor and the expansion of the peacekeeping operation in Sierra Leone. To adequately ensure the safety and security of United Nations staff serving with peacekeeping operations in the field, it is proposed to maintain all three posts for the 12-month period beginning 1 July 2000.

Office of the United Nations Security Coordinator: non-post resources

190. **General operating expenses.** An estimated $20,100 would provide for the following expenditures: $15,000 for communications, including long-distance telephone and facsimile charges and cable charges; and $5,100 for maintenance of office automation equipment.

191. **Supplies and equipment.** An estimated $1,500 would provide for the purchase of supplies for office automation equipment and general supplies.

192. **Electronic data-processing equipment.** Total estimated requirements of $7,100 would provide for additional equipment, including two desktop computers ($3,000), two monitors ($600), two printers ($1,000) and one notebook computer ($2,500).

D. Executive Office of the Secretary-General

Table 55
Overall requirements
(United States dollars)

	Expenditures July 1998-June 1999	*Approved July 1999-June 2000*	*Proposed July 2000-June 2001*
Posts	317 600	324 800	341 400
General temporary assistance	-	-	-
Consultants	-	-	-
Overtime	6 000	5 000	5 000
Official travel	-	-	-
Training	-	-	-
Common services	-	-	-
Electronic data-processing equipment	-	-	-
Office furniture and equipment	-	-	-
Staff assessment	-	-	68 800
Gross resources	**323 600**	**329 800**	**415 200**
Income from staff assessment		-	(68 800)
Net resources	**323 600**	**329 800**	**346 400**
Total	**323 600**	**329 800**	**415 200**

Table 56
Overall staffing

	Regular budget		Temporary posts: Support account		Temporary posts: Other		Total	
	1999/00	2000/01	1999/00	2000/01	1999/00	2000/01	1999/00	2000/01
Professional category and above								
Under-Secretary-General	2	2	-	-	-	-	2	2
Assistant Secretary-General	1	1	-	-	-	-	1	1
D-2	6	6	1	1	-	-	7	7
D-1	6	6	-	-	-	-	6	6
P-5	6	7	1	1	-	-	7	8
P-4	7	7	-	-	-	-	7	7
P-3	5	6	-	-	-	-	5	6
P-2/P-1	3	2	-	-	-	-	3	2
Subtotal	**36**	**37**	**2**	**2**	**-**	**-**	**38**	**39**
General Service and related categories								
Principal level	6	6	-	-	-	-	6	6
Other level	42	42	1	1	-	-	43	43
Trades and crafts	-	-	-	-	-	-	-	-
Subtotal	**48**	**48**	**1**	**1**	**-**	**-**	**49**	**49**
Total	**84**	**85**	**3**	**3**	**-**	**-**	**87**	**88**

Functions

193. The Executive Office of the Secretary-General has a direct involvement in the peacekeeping role of the Organization. The Office is required to assist the Secretary-General in providing policy direction to Departments with direct responsibility for peacekeeping and ensuring effective coordination of the activities of the United Nations which impact on or contribute to peacekeeping.

Resources

194. The Executive Office of the Secretary-General has three posts (one D-2, one P-5 and one General Service level) financed from the support account. The incumbents of the D-2 and the P-5 posts are charged with providing direct support to the Secretary-General in discharging his responsibilities. To this end, they focus on matters that require the Secretary-General's personal attention. They follow developments in the Security Council's work and bring to the attention of the Secretary-General those matters that relate, in particular, to peacekeeping operations, and conveys to the concerned departments the Secretary-General's views and decisions. The General Service post provides resources for a secretary who assists the two officers. It is proposed to maintain the current number of posts provided for the Executive Office of the Secretary-General for the period from 1 July 2000 to 30 June 2001.

Executive Office of the Secretary-General: non-post resources

195. **Overtime.** It is proposed that a provision of $5,000 be maintained to cover overtime costs to allow the Executive Office to meet deadlines inherent in the nature of work at Headquarters pertaining to backstopping required by peacekeeping operations.

E. Office of Legal Affairs

Table 57
Overall requirements
(United States dollars)

	Expenditures July 1998-June 1999	*Approved July 1999-June 2000*	*Proposed July 2000-June 2001*
Posts	283 900	475 100	607 600
General temporary assistance	-	-	-
Consultants	-	-	-
Overtime	-	-	-
Official travel	-	-	-
Training	-	-	-
Common services	-	7 300	7 500
Electronic data-processing equipment	-	-	-
Office furniture and equipment	-	-	-
Staff assessment	-	-	104 700
Gross resources	**283 900**	**482 400**	**719 800**
Income from staff assessment		-	(104 700)
Net resources	**283 900**	**482 400**	**615 100**
Total	**283 900**	**482 400**	**719 800**

Table 58
Overall staffing

	Regular budget		Temporary posts: Support account		Temporary posts: Other		Total	
	1999/00	2000/01	1999/00	2000/01	1999/00	2000/01	1999/00	2000/01
Professional category and above								
Under-Secretary-General	1	1	-	-	-	-	1	1
Assistant Secretary-General	1	1	-	-	-	-	1	1
D-2	1	1	-	-	-	-	1	1
D-1	2	2	-	-	2	2	4	4
P-5	6	6	1	1	1	1	8	8
P-4	4	4	3	3	1	1	8	8
P-3	5	5	1	1	1	1	7	7
P-2/P-1	1	1	-	-	2	2	3	3
Subtotal	**21**	**21**	**5**	**5**	**7**	**7**	**33**	**33**
General Service and related categories								
Principal level	1	1	-	-	-	-	1	1
Other level	11	11	-	-	6	6	17	17
Trades and crafts	-	-	-	-	-	-	-	-
Subtotal	**12**	**12**	**-**	**-**	**6**	**6**	**18**	**18**
Total	**33**	**33**	**5**	**5**	**13**	**13**	**51**	**51**

Functions

196. The Office of Legal Affairs has primary responsibility for ensuring that necessary and appropriate legal regimes and mandates are established for all peacekeeping operations and good offices, missions undertaken by the United Nations. In this connection, the Office of Legal Affairs provides a wide range of legal services and assistance for backstopping the peacekeeping operations of the Organization. Such legal services and assistance are primarily, if not wholly, provided by two divisions within the department: the Office of the Legal Counsel and the General Legal Division. The Office of the Legal Counsel is concerned mainly with the legal issues arising from the policy and political decision taken by the Organization, as well as the legal framework for the establishment of peacekeeping missions. The General Legal Division provides overall support to the operational and commercial activities of the peacekeeping missions, including resolving the large numbers of claims arising from such activities.

Workload statistics

Table 59
General Legal Division

A. Percentage of actual hours spent on assigned matters versus deployed staff hours for all General Legal Division posts during 1997

	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Total
Regular work hours	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.5	7.5	7.5	7.5	
Number of work-days in month	23	20	20	22	22	21	23	21	21	23	20	23	259
Total posts deployed	21	21	19	17	17	18	18	18	18	18	18	18	
Total staff-hours budgeted	3 381	2 940	2 660	2 618	2 618	2 646	2 898	2 646	2 835	3 105	2 700	3 105	34 152

B. Summary of actual hours logged in support of peacekeeping operations by Professional staff

	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Total
1997	1 586	1 519	1 230	1 277	1 281	1 305	1 294	1 365	1 252	1 389	1 192	1 158	15 849
1998	1 154	1 058	1 182	1 128	1 279	1 387	1 386	1 252	1 195	1 364	1 629	1 475	15 488
1999	1 302	1 103	1 296	1 211	1 220	1 468	1 492	1 405	1 384	1 431	1 547	1 503	16 360

C. Percentage of actual hours spent on assigned matters versus deployed staff hours for all General Legal Division posts during 1998

	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Total
Regular work hours	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.5	7.5	7.5	7.5	
Number of work-days in month	22	20	22	22	21	22	23	21	22	22	21	22	260
Total posts deployed	18	19	19	19	19	19	18	18	17	17	17	17	
Total staff-hours budgeted	2 772	2 660	2 926	2 926	2 793	2 926	2 898	2 646	2 805	2 805	2 678	2 933	33 767

D. Percentage of actual time spent on providing support to peacekeeping operations versus total budgeted staff hours deployed by the General Legal Division

	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Total
1997	46.9	51.7	46.2	48.8	48.9	49.3	44.6	51.6	44.1	44.7	44.2	37.3	46.4
1998	41.6	39.8	40.4	38.5	45.8	47.4	47.8	47.3	42.6	48.6	60.8	50.3	45.9
1999	46.6	43.8	42.4	41.4	41.5	50.2	51.0	48.0	44.1	47.8	49.3	45.9	46.0

E. Percentage of actual hours spent on assigned matters versus deployed staff hours for all General Legal Division posts during 1999

	Jan.	*Feb.*	*Mar.*	*Apr.*	*May*	*June*	*July*	*Aug.*	*Sept.*	*Oct.*	*Nov.*	*Dec.*	***Total***
Regular work hours	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.5	7.5	7.5	7.5	-
Number of work-days in month	21	20	23	22	21	22	22	22	22	21	22	23	**261**
Total posts deployed	19	18	19	19	20	19	19	19	19	19	19	19	
Total staff-hours budgeted	2 793	2 520	3 059	2 926	2 940	2 926	2 926	2 926	3 135	2 993	3 135	3 278	**35 556**

Resources

197. The Office of Legal Affairs currently has five Professional posts (one P-5, three P-4 and one P-3) funded from the support account. One P-4 post is assigned to the office of the Legal Counsel, while the remaining four posts (one P-5, two P-4 and one P-3) are located within General Legal Division. Of the five posts financed under the support account, two P-4 posts were approved by the General Assembly in December 1999 to assist the Office of Legal Affairs with the additional workload arising from new missions in Kosovo and East Timor and the expansion of the operation in Sierra Leone.

198. It is proposed that the current number of support account posts provided for the Office of Legal Affairs be maintained for the period from 1 July 2000 through 30 June 2001.

General Legal Division: non-post resources

199. **Communications**. A requirement of $7,000 is requested for telephone and facsimile charges (based on standard costs).

200. **Office supplies**. A provision of $500 is requested for office supplies.

F. Office of Internal Oversight Services

Table 60
Overall requirements
(United States dollars)

	Expenditures July 1998-June 1999	*Approved July 1999-June 2000*	*Proposed July 2000-June 2001*
Posts	1 056 900	1 277 400	1 339 100
General temporary assistance	-	-	-
Consultants	-	-	-
Overtime	-	-	-
Official travel	21 200	20 000	40 000
Training	-	-	-
Common services	3 300	8 000	8 000
Electronic data-processing equipment	-	10 000	10 000
Office furniture and equipment	-	-	-
Staff assessment	-	-	231 900
Gross resources	**1 081 400**	**1 315 400**	**1 629 000**
Income from staff assessment		-	(231 900)
Net resources	**1 081 400**	**1 315 400**	**1 397 100**
Total	**1 081 400**	**1 315 400**	**1 629 000**

Table 61
Overall staffing: Office of Internal Oversight Services

	Regular budget		*Temporary posts*					
			Support account		*Other*		***Total***	
	1999/00	*2000/01*	*1999/00*	*2000/01*	*1999/00*	*2000/01*	*1999/00*	*2000/01*
Professional category and above								
Under-Secretary-General	-	-	-	-	-	-	-	-
Assistant Secretary-General	-	-	-	-	-	-	-	-
D-2	1	1	-	-	-	-	1	1
D-1	2	2	-	-	1	1	3	3
P-5	8	8	1	1	-	-	9	9
P-4	12	12	7	7	12	12	31	31
P-3	13	13	3	3	6	6	22	22
P-2/P-1	7	7	-	-	1	1	8	8
Subtotal	**43**	**43**	**11**	**11**	**20**	**20**	**74**	**74**

	Regular budget		Temporary posts: Support account		Temporary posts: Other		Total	
	1999/00	*2000/01*	*1999/00*	*2000/01*	*1999/00*	*2000/01*	*1999/00*	*2000/01*
General Service and related categories								
Principal level	6	6	-	-	2	2	8	8
Other level	11	11	1	1	5	5	17	17
Trades and crafts	-	-	-	-	-	-	-	-
Subtotal	**17**	**17**	**1**	**1**	**7**	**7**	**25**	**25**
Total	**60**	**60**	**12**	**12**	**27**	**27**	**99**	**99**

201. The Office of Internal Oversight Services provides support to United Nations peacekeeping operations through its Audit and Management Consulting Division and the Investigations Section.

Functions

202. The Audit and Management Consulting Division is responsible, *inter alia*, for the audit of all peacekeeping and special missions, the United Nations Logistics Base at Brindisi, Italy, as well as the functional areas administered by the Field Administration and Logistics Division, Department of Peacekeeping Operations, at Headquarters. The functions performed by the Division include monitoring the implementation of audit recommendations, the provision of management consulting services as well as advising on those issues related to peacekeeping operations that fall under the audit responsibility of the Audit and Management Consulting Division.

203. With regard to the work of the Investigations Section, the role of the Section is primarily reactive, that is the Section reacts to reports received, pursuant to paragraph 18 of Secretary-General's bulletin ST/SGB/273, of allegations of violations of United Nations rules, regulations and administrative issuances, as well as misconduct, mismanagement, waste of resources and abuse of authority. Approximately one fifth of the cases received by the Investigations Section relate to peacekeeping activities.

Workload statistics

204. As shown in the table below, over 1,500 audit-days were actually spent on peacekeeping audits for the 6-month period from 1 July through 31 December 1999.

Table 62

A. **Audit-days spent by the Audit and Management Consulting Division in the audit of peacekeeping operations and number of related audit reports issued during the period from 1 January to 31 December 1999**

	No. of audit-days used	*No. of reports issued*
Department of Peacekeeping Operations/Headquarters:		
Field Administration and Logistics Division	95	2
Mission subsistence allowance rates	60	1
Equipment procedures	60	-
Claims review	55	-
Inventory management	95	1
Property survey (headquarters)	60	-
Mission liquidation	60	1
MINURCA	55	1
MIPONUH	50	1
Monitoring implementation of recommendations and other Headquarters audit functions	215	-
MONUA	220	2
UNDOF	50	-
UNOMSIL	50	-
UNOMIG	35	-
UNIKOM	50	1
UNMOT	50	1
UNMIBH	215	1
UNPREDEP	40	1
Total	**1 515**	**13**

B. Audit-days estimated by the Audit and Management Consulting Division for the audit of peacekeeping operations for the period from 1 July 2000 to 30 June 2001

	Projected audit-days
Department of Peacekeeping Operations/Headquarters (multiple)	650
MINURCA	80
MINURSO	100
UNAMSIL	80
UNDOF	80
UNFICYP	100
UNIFIL	100
United Nations Logistics Base at Brindisi	100
UNMIBH	100
UNMIK	80
UNOMIG	70
UNTAET	80
Total	**1 620**

205. Given the relatively short history and the particular "reactive" mandate provisions governing the work of the Investigations Section, the Section cannot provide an accurate projection of the number of reports it might receive or estimate the number of person-days it will require to address reports made to the Section in the future. On the basis of work performed by the Section in 1999, over 1,000 person-days would be required by the Section to attend to peacekeeping matters during the next 12-month period. However, with the establishment of new peacekeeping operations in Kosovo, East Timor and the Democratic Republic of the Congo and the expansion of the mission in Sierra Leone, it is estimated that between 1,500 and 2,000 person-days will be expended on peacekeeping matters during the period from 1 July 2000 to 30 June 2001.

206. According to its audit plan for the period from 1 July 2000 to 30 June 2001, the Audit and Management Consulting Division seeks to audit 10 peacekeeping missions and the United Nations Logistics Base at Brindisi, as well as peacekeeping-related functions based in Headquarters. As detailed in the preceding table, approximately 1,600 audit-days are required to provide minimum coverage to execute the audit plan.

Resources

207. The Office of Internal Oversight Services has a total of 12 posts funded from the support account. Eleven posts are assigned to the Audit and Management Consulting Division (1 P-5, 6 P-4, 3 P-3 and 1 General Service level) while 1 P-4 post is identified for the position of investigator in the Investigations Section.

208. It is proposed that the current staffing level funded from the support account be maintained for the Office of Internal Oversight Services for the period from 1 July 2000 to 30 June 2001.

Office of Internal Oversight Services: non-post resources

209. **Travel**. It is proposed that a provision of $40,000 be provided for the period from 1 July 2000 to 30 June 2001 to cover the cost of investigation travel by staff of the Office of Internal Oversight Services.

210. **Office equipment**. A provision of $10,000 is requested for the acquisition of office automation equipment for the use of staff of the Audit and Management Consulting Division and the Investigations Section.

211. **Communications**. Provision is made in the amount of $8,000 for telephone and facsimile charges relating to communication between Headquarters and peacekeeping missions as required during the course of field audits.

V. Outstanding tasks remaining for completed and closed peacekeeping operations for the period from 1 July 2000 to 30 June 2001

Table 63

Peacekeeping operation	*Tasks to be performed*	*Department/office involved*[a]
Completed missions		
UNMIH	Preparation of final performance report; review of claims for contingent-owned equipment	DPKO PFD T CS
UNPF includes: UNPROFOR UNPREDEP UNCRO	Processing of contingent-owned equipment cases by Headquarters Property Survey Board; settlement of claims from troop-contributing countries against accounts payable; recovery of expenditure for items that should have been provided by host Governments under status-of-forces agreements; monitoring of surplus balances held in special accounts	DPKO PFD AD T CS OLA
UNOSOM II includes: UNOSOM I	Preparation of the final financial performance report; additional appropriation and assessment on Member States may be required; review of claims from troop-contributing countries for goods and services (including contingent-owned equipment); processing of claims for death and disability reimbursement; processing of Headquarters Property Survey Board cases including contingent-owned equipment; settlement of commercial claims and arbitration cases; settlement of claims from troop-contributing countries against accounts payable; monitoring of surplus balances held in special accounts	DPKO PFD AD T CS OHRM OLA
ONUMOZ	Review and finalization of claims from troop-contributing countries for reimbursement of contingent-owned equipment; monitoring of surplus balance held in special account	DPKO PFD AD T
UNAMIR includes: UNOMUR	Preparation of final performance report and report on disposition of assets; processing of Headquarters Property Survey Board cases, including contingent-owned equipment; processing of claims for death and disability reimbursement; settlement of claims from troop-contributing countries against accounts payable; monitoring of surplus balance held in special account	DPKO PFD AD T CS OHRM
MINURCA	Preparation of final performance report and report on disposition of assets; processing of Headquarters Property Survey Board cases, including contingent-owned equipment; processing of claims for death and disability reimbursement; settlement of claims from troop-contributing countries against accounts payable; monitoring of surplus balance held in special account	DPKO PFD AD T CS OHRM
MONUA includes: UNAVEM	Preparation of final performance report and report on disposition of assets; processing of Headquarters Property Survey Board cases, including contingent-owned equipment; processing of claims for death and disability reimbursement; settlement of claims from troop-contributing countries against accounts payable; monitoring of surplus balance held in the special account	DPKO PFD AD T CS OHRM

Peacekeeping operation	*Tasks to be performed*	*Department/office involved*[a]
UNOMIL	Preparation of final performance report; settlement of claims from troop-contributing countries against accounts payable; credits to Member States; monitoring of surplus balances held in special accounts; closure of Trust Fund for the Implementation of the Cotonou Agreement in Liberia	DPKO PFD AD T CS OLA
UNTAES includes: UNPSG	Preparation of final performance report; review of claims from troop-contributing countries for contingent-owned equipment and death and disability reimbursement; settlement of claims from troop-contributing countries against accounts payable; review of unliquidated obligations; monitoring of surplus balances held in special account; processing of Headquarters Property Survey Board cases involving contingent-owned equipment	DPKO PFD AD T CS OHRM
UNSMIH includes: UNTMIH MIPONUH	Preparation of performance report for the 12-month period ending 30 June 2000; preparation of report on disposition of assets; review of claims from troop-contributing countries for contingent-owned equipment and death and disability reimbursement; settlement of claims from troop-contributing countries against accounts payable; review of unliquidated obligations; monitoring of surplus balances held in special account	DPKO PFD AD T CS OHRM
UNPREDEP	Preparation of final performance report; review of claims from troop-contributing countries for contingent-owned equipment and death and disability reimbursement; settlement of claims from troop-contributing countries against accounts payable; review of unliquidated obligations; monitoring of surplus balances held in special account; processing of Headquarters Property Survey Board cases involving contingent-owned equipment	DPKO PFD AD T CS OHRM
UNMOT	Preparation of performance report for the 12-month period ending 30 June 2000; preparation of liquidation budget including report on disposition of assets; processing of Headquarters Property Survey Board cases; processing of claims for death and disability reimbursement; settlement of claims placed in accounts payable; monitoring of surplus balance held in special account	DPKO PFD AD T CS OHRM
Closed missions		
UNIIMOG	Monitoring of surplus balance in the special account for UNIIMOG	PFD AD
UNTAG	Monitoring of surplus balance in the special account for UNTAG	PFD AD
ONUSAL includes: ONUCA	Monitoring of surplus balance held in special account	PFD AD

[a] AD Accounts Division
CS Contributions Service
DPKO Department of Peacekeeping Operations
OHRM Office of Human Resources Management
OLA Office of Legal Affairs
PFD Peacekeeping Financing Division
T Treasury